

## POLICY ON INDEPENDENT STUDY

### IN FOURTH YEAR ARCHITECTURAL DESIGN

#### **Eligibility Requirements**

1. The Student has a GPA of at least 3.0.
2. The Student has not previously conducted an independent study in Fourth Year.

#### **Application Requirements**

1. A contract including contact information for the Student and Project Supervisor, the project title, the project abstract, the location on campus where the work is to be performed, and the signatures of the Student, Project Supervisor, Fourth Year Coordinator, and Department Head.
2. A proposal in two parts
  - a. First part prepared by the Student including:
    - i. The project title.
    - ii. The project abstract: a one-paragraph summary briefly describing the problem, including the site and program; the methods to be used in solving the problem; and the means to be used in communicating the solution.
    - iii. A brief description of the site.
    - iv. A brief description of the program.
    - v. The justification for pursuing an independent-study project, i.e. why the Student cannot satisfy his/her ambitions in a regularly scheduled studio.
  - b. Second part prepared by the Student and Project Supervisor including:
    - i. A statement explaining how the project will satisfy the objectives of Arch 451, 452, and/or 453.
    - ii. A statement of deliverables that will be used to measure the degree to which the project satisfies the objectives of Arch 451, 452, and/or 453.
    - iii. A tentative schedule including weekly benchmarks as well as midterm- and final-review dates.
    - iv. Grading criteria to be used in determining the final grade.

#### **Project Deadlines**

1. Three copies of the application, one each for the Department Head, Fourth Year Coordinator, and Project Supervisor, will be due in the Architecture Department office before the beginning of registration rotations for the proposed quarter.
2. Students will be notified by e-mail whether the Department Head, Fourth Year Coordinator, and Project Supervisor have approved the proposal before the previous quarter's last day of classes.
3. Completed projects will be delivered to the project supervisor no later than 5 p.m. on the proposed quarter's last day of classes.