

ARCH 600: Independent Study/Research Proposal Procedures

A graduate student in architecture may undertake independent study/research in an area of interest not addressed in the regular course offerings. The independent study should be carried out in regular consultation with the faculty supervisor and documented in the form of a final report that can be reviewed by the Graduate Program Coordinator or other interested faculty.

Credits earned apply only to elective requirements of the M Arch degree unless accepted as a substitute for a specific curriculum requirement under a separate petition. ARCH 600 is offered on a credit/no credit basis only and is variable credit (1-10). Generally, one credit hour represents a commitment of approximately three hours per week during the quarter. Only in exceptional circumstances should ARCH 600 be taken for more than three credits in any single quarter. A maximum of 18 credits of independent study may be applied toward the 2 or 3 year M Arch degree. A maximum of 6 credits may be applied toward the MS.Arch and M ARCH High Performance Building degrees. The Graduate School allows a maximum 10 credits of ARCH 600 and/or ARCH 700 to be taken in any one quarter. The Graduate Program Coordinator in consultation with the supervising faculty member must approve exceptions.

An entry code is required for registration in ARCH 600. The entry code is issued only after the supervising faculty member and the Graduate Program Coordinator have accepted a written proposal for the study. The following proposal procedure applies to students wishing to undertake independent study/research.

1. The student should prepare a proposal describing clearly and concisely the purpose of the study/research, methods or procedures to be used, and characteristics of the end product. The proposal should also indicate the author's background and preparation for undertaking the proposed work, and the educational benefits expected.
2. The proposal should be developed with a faculty member who has expressed an interest in supervising the work. The faculty person need not be a member of the designated Graduate Faculty, but should possess demonstrated expertise in the chosen area of work or field of study. Attach the form on the opposite side to the proposal as the signature sheet.

If a faculty member is willing to accept responsibility for supervision of the work, that person will review the proposal and sign it, thus ensuring that departmental expectations of student performance, as well as the individual's stated educational objectives, will be met.

In signing a proposal, the supervising faculty commit to the study for no more than the specified quarter. Should the proposed study/research require more than a single quarter, a separate proposal is required to register for a successive quarter.

3. The signed proposal is submitted to the Graduate Program Coordinator for departmental approval. Allow two days for review. A copy of the approved form and proposal will be retained in the student file; one copy will be forwarded to the supervising faculty; and one returned to the student with the entry code for registering.

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Student Name

Student #

Email

Quarter/Year

Credits Proposed *1 credit = 3 hours of student commitment per week
(30 hrs for the entire quarter)

STATEMENT DESCRIBING THE PROPOSED PROGRAM OF STUDY OR RESEARCH:

STATEMENT OF EXPECTED PROJECT AND DUE DATE(S): *What will student submit for the credit(s)?*

APPROVED (signatures): *If submitting form digitally, an email indicating the Faculty supervisor's approval may be attached in place of a signature. Please write "email attached" on the signature line and combine this form and email into a single PDF file.*

Faculty Supervisor (print name & sign)

Date

Graduate Program Coordinator

Date