Yale School of Architecture

INDEPENDENT STUDY REQUEST

Student Name:_____ **SID#:**_____

Program: M.Arch I   M.Arch II   **Current Year:** 1   2   3   4

Email address: _____   **Requested Term:** _____

General Guidelines (3-credit course):

- Proposals for the independent study option must be submitted for review and approval by the Curriculum Committee before **November 1** for the following Spring Independent Study or **April 1** for the following Fall Independent study. The request form and all supporting documentation should be submitted to the Registrar's Office prior to the above due date. The Registrar's Office will coordinate the review process and notify you of the Committee decision prior to the first day of registration for the impacted term.
- Students are limited to a maximum of two independent studies (no more than six (6) total credits during the entire course of study) unless an exception is granted by the Curriculum Committee.
- An Independent Study cannot fulfill any of the required electives for History & Theory, Urban Landscape, or Visualization.
- Students planning to submit a proposal should meet with their proposed advisor at least once to review the proposal before submitting the request.
- The number of students working jointly on an Independent Study will be limited to two students per faculty member for a design based Independent Study and one student per faculty member for a library/research based Independent Study. Each student in a collaborative Study must submit his/her Independent Study Request Form and supporting documentation.
- Resubmission of the request is not be permitted after Curriculum Committee review.

Evaluation Criteria

Evaluation Criteria: The Curriculum Committee will consider whether your submission is equal in detail and direction to that which would otherwise be provided by a Yale School of Architecture (YSOA) seminar. The Committee will only approve projects that address a significant and relevant issue, follow a rigorous, clearly defined process and schedule, and demonstrate their author's qualifications and capacity to conduct independent work. In addition, your proposal must demonstrate that you have conducted advance preparation and research that will allow you to begin work immediately at the beginning of the term. The Committee will <u>not</u> grant extensions or ask for revisions or resubmissions; the proposal should be edited with and approved by the advisor before submission. In addition, the proposal must:

- Include a narrative description of study, a bibliography, a schedule and structure for each week with adviser meetings, a clear set of deliverables and the format for evaluation (paper, presentation with invited guests, exhibition, etc).
- Address subject matter related to architecture and the advisor's expertise but not be fully covered by a seminar offered in the same academic year.
- The primary advisor must be a YSOA faculty member with an active appointment during the requested term. Contact hours are at the discretion of the faculty member and should be included in your proposal.

Primary Faculty Advisor:_____
(responsible for submitting grade)

Secondary Faculty Advisor: _____

Submit the supporting documentation with this request:

Description of Study:	a written description of the proposed Independent Study, including background information on this subject that will be helpful in evaluating the Study
Bibliography/Research: Weekly Schedule:	a proposed bibliography of readings and/or a list of research materials intended to be used in this Study a proposed weekly schedule, including proposed meeting dates, tasks to be performed, and research/readings expected to accomplish per week all proposed meetings with advisors and consultants throughout this Study
Advisor(s) Meetings: Final Product:	a detailed description of what will be produced as a final result of the Study (formal paper, built piece, presentation boards, etc.)
Final Evaluation:	the format proposed to use for evaluating the success of the Study (formal paper, presentation with invited guests, exhibition, etc.)

Student Signature: _____   **Date:** _____

Primary Faculty Advisor Signature: _____   **Date:** _____

Secondary Faculty Advisor Signature: _____   **Date:** _____

CURRICULUM COMMITTEE

Curriculum Committee meeting date: _____   **Student in good academic standing:** ☐ Yes   ☐ No

Committee Decision: ☐ Approved   ☐ Disapproved   **Designed Area Study**: ☐ Visualization   ☐ Urbanism   ☐ History Theory

Comments: _____

_____

Curriculum Committee Chair Signature:_____   Date: _____

RULES COMMITTEE

Rules Committee meeting date: _____   **Decision:**   ☐ Approved   ☐ Disapproved

Rules Committee Chair Signature: _____   Date:_____