

**INDEPENDENT STUDY CONTRACT  
FILM STUDIES PROGRAM**

Name \_\_\_\_\_  
(Last, First, Middle)

Student No. \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_

TO BE FILLED OUT BY STAFF:

Major \_\_\_\_\_ Class Standing \_\_\_\_\_ GPA \_\_\_\_\_  
(should be Film BA or FMST BFA) (must be jr. or sr.) (Min. 3.0 in FILM)

Have independent study credits been completed before? \_\_\_\_\_ If yes, how many \_\_\_\_\_

*For critical studies Independent Study:*

Have FILM 1502, 3051 and 3061 been passed with a grade of C or better? Y N

*For production Independent Study:*

Have FILM 2000, 2500 and 3400 been passed with a grade of C or better? Y N

Has student been admitted to the BFA program via the judging process? Y N  
(petition the chair for exceptions to the rules)

TO BE FILLED OUT AFTER CONSULTING WITH FACULTY SPONSOR:

Course #: 3900 (production) 3901 (critical studies) Credit Hrs. \_\_\_\_\_ Term & Year \_\_\_\_\_

Faculty Sponsor \_\_\_\_\_ Sponsor's Rank \_\_\_\_\_

Phone Number \_\_\_\_\_ Office Location \_\_\_\_\_

Location of the independent study work if not Boulder campus:

\_\_\_\_\_

DESCRIPTION OF COURSE WORK (including schedule of student – faculty sponsor conferences)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

“PRODUCT” TO BE COMPLETED AT END OF TERM and Due Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BOOKS AND RESOURCES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURES:

APPROVED:

\_\_\_\_\_  
FACULTY SPONSOR

\_\_\_\_\_  
INDEPENDENT STUDY COORDINATOR

\_\_\_\_\_  
STUDENT

\_\_\_\_\_  
DATE REGISTERED BY DATE

## Independent Study in the Film Studies Program Information Sheet

- Purpose of independent study:** Independent Study is an opportunity to earn academic credit for learning outside the formal class structure. A student who is interested in knowing more about a topic not covered in the regular Film Studies curriculum may propose a research project to any department faculty member (excluding graduate teaching assistants). If the student and faculty member can agree that the topic is worth investigating, it is not covered (or not covered in sufficient depth) in departmental courses, and that they share sufficient interest in the topic to sustain an independent study project, the student and faculty member may prepare an independent study contract.
- Policies regarding what is and is not acceptable for independent study credit.** Some experiences are not appropriate for independent study credit and, in fact, are prohibited by College policy. Specifically, independent study credit is not to be given for following experiences.
  - Internship type experiences - Prohibited by College policy.
  - Work in a University department - Prohibited by College policy.
  - Substitute for regular course work - Prohibited by College policy.
  - To meet College List or Core requirement - Prohibited by College policy.
  - Work completed elsewhere (e.g. out of state) unless approved by department before initiating project.
  - Volunteer work -- unless work is part of and germane to an appropriate independent study project.
  - Work in business -- unless work is part of and germane to an appropriate independent study project.
  - Extra work performed in association with a regular course -- unless all procedures in setting up the independent study are followed prior to the course being started.
- Description of Contract:** A Film Studies Program Independent Study Contract must be filled out and signed by all required individuals before the student can register for the independent study. In this contract the student must provide a description of the topic that will be pursued in the independent study (under "DESCRIPTION OF COURSE WORK"). The student also must note what type of "product" or "products" will be completed at the end of the term. Finally, as noted on the contract, the expectation is that a minimum of 25 hours (1500 minutes) of study time is required for each 1 semester hour of credit.
- Semester hours of credit allowed:** The maximum hours allowed in independent study are as follows for undergraduates:
  - 16 hours towards degree
  - 8 hours in any one department
  - 6 hours in any single semesterIndependent credit earned in Film Studies can be used as general upper division credit for the undergraduate major requirement. It cannot be used to fulfill any of the specific upper division requirements (i.e., Film History, Film Theory).
- Eligibility:** Independent study in Film Studies is usually restricted to majors because it is assumed that to conduct an independent study in Film Studies the student must have the relevant background knowledge in this discipline. Independent study in Film Studies is also usually restricted to juniors and seniors with a grade point average of 3.00 or higher. Finally, for the critical studies independent study, students must have completed FILM 1502, 3051, and 3061. For the production independent study, students must have completed FILM 2000, 2500, and 3400
- Procedures:** Students may obtain the contract for Film Studies independent study in the Departmental Office. After consulting with the faculty sponsor the student should complete the pertinent portions of the form (description of the "product" to be completed at end of term). A staff person will use SIS to evaluate the student's eligibility and fill out and initial the appropriate section of the contract. The faculty sponsor and the student will discuss the number of credits to be contracted. The faculty sponsor will provide the student with the appropriate course number. After the faculty sponsor signs the contract, the student should also sign it and return it to the Departmental Office. The Director of Film Studies will evaluate the contract and approve it as it fulfills the requirements described above. Finally, as noted above, independent study is to be enrolled for in the same time frame as all other courses. When all appropriate signatures are obtained the student will be registered by a member of the Film Studies Program staff in ATLS 329. Independent study cannot be done retroactively. That is, the contract for independent study is to be completed, signed and approved prior to the initiation of the project, not after it has been completed. Also, independent study is to be enrolled for in the same time frame as all other course
- Sponsor and Coordinator:** Faculty members, not graduate teaching assistants, sponsor independent studies. The Associate Director of Film Studies is the departmental coordinator of independent study programs.

### TECHNICAL POLICIES OF COLLEGE OF ARTS AND SCIENCES

- Student may not register for more than 6 semester hours of Independent Study credit for any one term.
- No more than 8 semester hours of Independent Study credit may be taken in a single department or program.
- A maximum of 16 credit hours of Independent Study may count toward the degree.
- Independent Study credit is not to be used to fulfill College List or Core Curriculum requirements.
- CCHE considers Independent Study courses in the category of "contractual relationship" between faculty and students. This in turn defines the amount of student effort required. The minimum is 1500 minutes of student investment of time in given educational activity for each credit hour generated.

**IT IS YOUR RESPONSIBILITY TO RETURN TO THE DEPARTMENTAL OFFICE WITHIN 48 HOURS TO REGISTER FOR THIS COURSE.**