

DEPARTMENT OF DESIGN AND COMPUTATION ARTS
Independent Study/Professional Internship Agreement Form

Student Name _____ I.D.#: _____

Email: _____ Telephone: _____

Current Programme of Study: _____

Course: _____ / S / F / W / _____
 Course Name/number Session Section Credit value Year

Study Proposal Agreement:

- Students must submit a copy of their student record to the Department for recommendation to ensure they meet all requirements before they seek supervision with a Full-Time faculty member.
- With the Department's recommendation, the student can request supervision from a Full-Time faculty member.
- A proposal, which includes the purpose and goals of the project, bibliography, research methodology, etc. must be completed and attached to this form.
- Supervising Full-Time faculty member will provide an agreement statement with the expectations, schedule of meetings and basis and method of evaluation. (attach to this form)

General Guidelines:

- A CGPA of 3.30 (B+) and 48 credits completing in the Design or Computation Arts program.
- Supervisor **must be** a Full-Time faculty member.
- All guideline details and documents to be submitted can be viewed on this website:
<http://www.concordia.ca/finearts/design/student-life/resources/independent-study-guidelines.html>
- Documents submitted two weeks prior to the first day of class of the term to the Department (EV6.761)
- Independent students may not register for Independent Study/Professional Internship courses.

My signature below indicates that I have read the online guidelines and agree to register for the above- mentioned course as per the attached proposal and agreement.

_____	_____	_____
Student's Name (print)	Student's Signature	Date

_____	_____	_____
Department Recommendation	Signature	Date

I agree to supervise this student for the Independent Study/Professional Internship course listed above as per the attached proposal and agreement:

_____	_____	_____
Supervisor's Name (print)	Supervisor's Signature	Date

_____	_____	_____
Department Chair (print)	Chair's Signature	Date