

** Deadline for submitting Art 197/198 petitions is the end of the first week of the quarter*

For Junior and Senior Art Majors interested in enrolling in independent study courses, please read following guidelines:

Art 197. Individual Studies in Art. (2 to 4 units)

Preparation: 3.0 grade-point average in major. Limited to junior/senior Art majors. Individual intensive studio project or study, with scheduled meetings to be arranged between faculty member and student. Tangible evidence of project required. May be repeated for a maximum of 8 units. Individual contract, consent of instructor, consent of Department required. Letter grading. ***Students enrolling in Art 197 must also simultaneously enroll in Art 190.***

Art 198. Honors Research in Art. (2 to 4 units)

Preparation: 3.0 grade-point average overall, 3.5 grade-point average in major. Limited to junior/senior Art majors. Development and completion of comprehensive research or studio project under direct supervision of faculty member. May be repeated for a maximum of 8 units. Individual contract, consent of instructor, consent of Department required. Letter grading. ***Students enrolling in Art 198 must also simultaneously enroll in Art 190.***

Art 190. Studio/Research Colloquia in Art. (1)

Seminar, three hours. Corequisite: course 197 or 198. Limited to juniors/seniors, enrolled in Art 197 or Art 198. Designed to bring together students undertaking supervised tutorial studio projects or research in seminar setting with one or more faculty members to discuss their own work or related work in discipline. May be repeated for a maximum of 4 units. P/NP grading. Departmental consent required

No more than 8 units of Art 197, no more than 8 units of Art 198, and no more than 4 units of Art 190 (or combination of Art 190, Art 193, Art 195) may be applied toward Upper-Division Art Electives for majors. See Caron Cronin, Departmental Counselor, for details.

Instructions for submitting 197/198 contracts and enrollment:

1. **Complete the applicable 197 or 198 contract form via My.UCLA (www.my.ucla.edu):** The contract form must be filled out completely before you can obtain approval for an upper-division tutorial course. An attached sample contract form is provided to assist you in filling out your course proposal. **Please be specific!** Include the content, nature, and scope of the project you are pursuing, as well as the frequency of meetings with faculty (three meetings per quarter is standard). **Contracts with incomplete or vague descriptions will be returned.** Contracts should include a 10 week schedule, including faculty/student meetings, which will serve as a course syllabus. 1 unit = 3 hours of work by the student per week per term. Four unit courses involve 12 hours of work per week by the student. As such they should result in more substantive projects and/or research and typically include a written component. See the Contract Courses link for contract forms: Go to My.UCLA.edu, and click on "Contract Courses" under the "My Features" heading.
2. **Obtain Instructor signature:** Discuss your objectives and project with instructor. If they consent, obtain the signature of the instructor who will be supervising your study and assigning you a grade at the end of the term. **Beginning fall 2022, only permanent faculty may supervise Art 197 or Art 198 independent study courses; visiting lecturers may not supervise contract courses in Art.** For a list of permanent faculty, please visit: <https://www.art.ucla.edu/faculty/>.
3. **Submit contract** (with instructor signature) to Erin Kermanikian for preliminary review for eligibility, and for final review by the Chair or Vice Chair of the Art Department.
4. **Enrollment:** After the petition is reviewed, and if approved by the chair, Erin will enroll you in the appropriate section. ***Please also note: all students enrolling in Art 197 and Art 198 must also enroll in Art 190.*** Enrollment in this course will be automatic for students whose 197/198 contracts are approved. Please refer to Departmental schedule, or speak with Erin for Art 190 meeting days/times. Confirmation of approval and enrollment will be **emailed** to you.

Deadlines:

In order to ensure that your petition is processed on-time, and in order to ensure your successful participation in Art 190 which has specifically scheduled meetings, you must submit your completed contracts to Erin for review **no later than the end of the first week of the quarter ...and of course, the sooner the better!**

Remember: The contract course forms can be found on your MyUCLA page under the “my features” heading!