SUNY Purchase

# Special Course Contract

Student Name _____ Purchase ID _____ Year _____ ☐ Fall ☐ Spring ☐ Summer

| Independent Study | Tutorial | Assistantship |
|---|---|---|
| ☐ 2997 - Lower level | ☐ 2996 - Lower level | ☐ 3998 – Undergraduate Learning Assistant |
| ☐ 3997 - Upper level | ☐ 3996 - Upper level | ☐ VIS 3920 – Artist Assistant |
| ☐ 5997 - Graduate level | ☐ 5996 - Graduate level | ☐ VIS 5870 – Graduate Teaching Assistant |

| | | |
|---|---|---|
| **Credits to be earned:** _____ | **Faculty-student contact hours:** _____ | **Outside Independent work hours:** _____ |

**Title of special project or course**

**Description of this special course**

**Student learning outcomes to be attained through this project**

**Methods for assessing work, performance, or competencies**

**Student signature** _____ **Date** _____

**Sponsor signature** _____ **Date** _____

**Print sponsor name** _____

**Prefix and course number**

☐☐☐☐☐☐☐

**Independent Study and Learning Assistantship**
One credit should represent the equivalent of 37.5 hours of student academic activity. Example: a four-credit course might include a one-hour meeting every other week, for seven contact hours, plus 143 hours of independent work.

**Tutorial Study**
Tutorial study begins with faculty guidance and continues through repeated, regularly scheduled student conferences, with periodic and final evaluation of student performance. One credit should be assigned for each 15 contact hours of regularly scheduled instructional sessions. Students are then expected to complete at least two hours of outside work for each contact hour.

**Credit Agreement**
The number of credits agreed upon at registration is the number awarded at the end of the semester. Credits may not be reduced because of partial fulfillment, and credits may not be increased after registration.