

**GRADUATE  
SPECIAL COURSE CONTRACT**

20__
__ Fall
__ Spring
__ Summer I
__ Summer II

Print Student Name \_\_\_\_\_  
 Student Number \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

Indication of agreement with contract terms:

Student Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

Supervising Faculty Signature \_\_\_\_\_ Chairperson Initial \_\_\_\_\_

☼Division chair will review and/or mediate in appeal situations.

COURSE REGISTRATION (Check one)      POSSIBLE HOURS      GRADING SYSTEM

Graduate

___ SocA 689 Fieldwork	1 - 6	Grade
___ SocA 690 Teaching Practicum	1 - 3	S/U
___ SocA 695 Independent Study	1 - 9	Grade
___ SocA 697 Research	1 - 15	S/U
___ SocA 698 Thesis/Applied Problem Research*	1 - 5	S/U
___ SocA 699 Graduate Colloquium	1 - 6	S/U

___ No. Hours
___ Final Grade

Division in which completing degree:

\_\_\_ Sociology and Anthropology  
 \_\_\_ Other (Please Specify) \_\_\_\_\_

(if other) Academic Advisor Name\*\* \_\_\_\_\_

Nature of the activities to be undertaken to earn credit. Be specific: attach bibliography for 495 and 695. (Include contact name and phone number for field experience.)\*\*\*

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Method of Assessment \_\_\_\_\_

- \* Admission into course is not permitted until chairs review and signature.
- \*\* This form will be kept by the Sociology/Antropology Division until a grade has been assigned; at that time the form will be placed in the student's file or sent to the student's academic adviser (if out of SocA).
- \*\*\* Attach a copy of the student's approved problem/thesis proposal , note that fact under "nature of activities."

Original to division secretary for file  
 One copy to supervising faculty  
 One copy to student

## Special Courses GRADUATE

### Registration for Special Courses

The Student must make arrangements with a Division of SocA Faculty member to complete a COURSE CONTRACT. This faculty person will submit the final grade.

Completed contracts must be placed on file in 307 Knapp Hall prior to registration. A PERMIT WILL BE GIVEN TO YOU IN EXCHANGE FOR THE CONTRACT! Students will be dropped from the roll if a contract has not been placed on file.

At the conclusion of the semester and/or contract the contract will be mailed to the provided students address.

### Course Descriptions

SocA 689 "Fieldwork" 1-6 hours Graded

Intended Use: To give students credit for supervised field work. Specifically, this has been used where a student is employed (or volunteering) to work in an organization which is also the subject of study or source of data for the problem paper or thesis. This is also appropriate for graduate internship credit (such as special summer programs). Because **SocA 689 is graded, a "product" is expected**, and it is common for a faculty member (rather than agency personnel) to act as supervisor. Formal internships for graduate students generally identify a supervisor and provide materials indicating how students are evaluated.

SocA 690 "Teaching Practicum" 1-3 hours S/U

Intended Use: To give credit to students who are significantly involved in the actual instruction of a course. Specifically, we have given credit to students who been involved in actual teaching experiences. Some have taken over complete sections of SocA 101 or 105 under supervision, others have taken over units or major sections of a course. The student prepares the course materials under supervision, and the supervisor is required (by division policy) to visit the class at least twice and to provide feedback to the student on his/her instructional efforts. We have not used this number for regular GA activities which may involve an occasional lecture.

SocA 695 "Independent Study" 1-9 hours Graded

Intended Use: To give credit for directed readings or research not available in regular courses. Specifically, this number is used extensively by graduate students who are reading in the area of their applied problem or thesis. As this is a **graded course, a "product" is expected**.

SocA 697 "Research" 1-15 hours S/U

Intended Use: To give students credit for "other" research activities they are involved in as part of their graduate program. Specifically, we have used this number when students need to be enrolled (e.g. GAs must be enrolled full time to receive an assistantship) but they may not want to take specific courses (or none are available which often happens in the summer). Students who have already enrolled for 6 credits of thesis/applied problem credit may enroll for 697 to do "additional" thesis-related work. Sometimes students receive credit for research experience they gain working on a faculty project.

SocA 698 "Thesis or Applied Problem Research" 1-5 hours S/U

Intended Use: To give students credit for work done on the thesis or applied problem. Specifically, students often sign up for this credit in three-hour blocks. No more than six credits are ever given for the thesis/problem paper and our degree requirements mandate the full 6 credits.

SocA 699 "Graduate Colloquium" 1-6 hours S/U

For graduate students not seeking coursework credit but who wish to meet residence requirements, use the University's facilities, and participate in its academic and cultural programs. Colloquium credit may not be counted against credit requirements for master's programs.

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