Instructions: Student must fill out items 1-5. Student and Instructor must agree upon and complete item 6. Student, Instructor, and Director of Graduate Studies must sign and date this form for the application to be valid. Return this completed form to the graduate office by the start of the semester in which the work is to be done.

1. Semester/year in which work will be done: □ Fall □ Spring □ Other ________________ Year ________________

2. ___________________________________  ___________________________  
   Student Name  UST ID

3. ___________________________________ [ Independent Study = ARHS 590; Internship = ARHS 595 ]
   Graduate Course Number

4. ___________________________________  
   Instructor

5. In your studies in this program, have you previously taken one or more Independent Study or Internship courses for graduate credit? □ Yes □ No
   If yes, please indicate:
   ___________________________________  ___________________________  
   Graduate Course Number  Semester/Year Taken  Instructor
   ___________________________________  ___________________________  
   Graduate Course Number  Semester/Year Taken  Instructor

6. Attach a separate sheet of paper, providing the following information:
   • Title of project
   • Dates of the project
   • A brief description of the research topic, the proposed activities, the likely resources, and the appropriate methodologies to be used. In the case of Internships, please estimate the average or total number of hours per week to be spent on the project.
   • Plan of meetings between student and instructor
   • Description of the final product (paper, exhibit copy and didactic materials, etc.)

FOR INSTRUCTOR/SUPERVISOR: A midterm evaluation (for Independent Study ONLY) and final written evaluation of the student’s work are required of the Instructor. The midterm evaluation is due in the graduate office at the designated midterm deadline and the final evaluation is due at the grading deadline for the term in which the work is done. Independent Studies receive letter grades. Internships are graded on a pass/fail basis.

7. Student, Instructor, and Director of Graduate Studies: We agree to the terms of the work contract outlined above.

   ________________  ___________________________  
   Student Signature  Date

   ________________  ___________________________
   Instructor Signature  Date

   ___________________________
   Director of Graduate Study Signature  Date