

## Information for ART/CRIT/DES 590 Directed Research (1-12 units)

The nature of directed research classes is usually student-motivated, with students taking the initiative. The students are to initiate their own projects, determine what research needs to be done, and carry out the projects independently. *Projects should consist of scholarly rather than commercial pursuits.* Roski faculty mentor and give feedback, but do not teach as they do in regular structured classes.

### What are the requirements for Directed Research?

1. 3.0 grade point average for all USC coursework.
2. You must have an established working relationship with your faculty mentor. Faculty need ample time and resources to work with students on an independent basis. After you have determined the project(s) you want to do for your directed research, ask the faculty if he or she is willing and able to supervise you in the project. Taking on a student for directed research is always at the faculty's discretion. Part-time adjunct faculty members can be considered as mentors; however, this must be approved in advance by both the Dean and the Director of the program.
3. Fill out the contract on reverse with your faculty mentor. Attach a clear description of your proposed project(s). *Think of this as your syllabus for this course.* Please be clear about the following: Media you will be working in, subject matter, concept, number and size of finished piece(s), weekly timeline – deadlines for different aspects or sections of your project, as well as a bibliography list of research and readings for your project.
4. You must include the EXACT times that you and your faculty mentor have both set aside each week to meet and talk about your independent projects. Include days of the week and times of day (i.e. MW 12-2pm). The time should be outside of your faculty mentor's regularly scheduled classes.
5. Class times and/or faculty meetings must adhere to the standard contact hours for USC courses: 50 minutes per unit of credit per week. For a 2-unit course, meetings should be scheduled for a minimum of 25 hours, or one hour 40 min every week for a 15-week semester. For a 4-unit course, meetings should be scheduled for a minimum of 50 hours, or **three hours 20 minutes each week for a 15-week semester.**
6. A maximum of 10 units of ART/DES 590 credit may be applied towards a USC degree.
7. **DEADLINE FOR SUBMISSION: By the end of the first week of the fall or spring semester, or any time prior to the start of the summer session.**



## Contract for ART/CRIT/DES-590 Directed Research (1- 12 units)

Please read information and course requirements on reverse.

Name: \_\_\_\_\_ ID#: \_\_\_\_\_  
 Degree Program: \_\_\_\_\_ Year in Program: \_\_\_\_\_  
 Phone: \_\_\_\_\_ USC E-mail: \_\_\_\_\_  
 Semester/Year: \_\_\_\_\_

*Your mentor must be a full-time Roski faculty (listed on reverse) unless approved by the Dean.*

Full-time Faculty Mentor \_\_\_\_\_  
 5-digit section (from Schedule of Classes): \_\_\_\_\_ Proposed Units (circle): 1 2 3 4  
 Or adjunct Faculty Mentor \_\_\_\_\_

**Please attach your project proposal.** This will be your syllabus and contract for the course. It should be 3-5 pages long, and must include specific details about the following:

1. Media you will be working with
2. Subject matter, concept, and theoretical considerations of your project
3. Quantifiable size and number of your finished project(s), *for example: 5 paintings, approx 18" x 24"*
4. Weekly timeline and due dates: Which projects and research components will you work on during each week of term? What are the deadlines for various stages of the project(s), and final project completion?
5. Bibliography: Provide a detailed list of at least five specific books and/or journals that you will read as part of the research for this project. Visit the Architecture and Fine Arts Library for assistance or ask your faculty mentor.
6. How does this project contribute towards your practice?
7. Faculty meetings: Note the exact times you and your faculty mentor have set aside each week to meet and talk about your projects: *(Must be outside of your faculty's scheduled classes)*

Days: \_\_\_\_\_ Hours: \_\_\_\_\_ Frequency: \_\_\_\_\_

1. Student Signature + Date \_\_\_\_\_
2. Full-time Faculty Mentor Approval Signature + Date \_\_\_\_\_
3. Adjunct Faculty Mentor Approval Signature + Date \_\_\_\_\_
  - a. Director's Approval Signature + Date \_\_\_\_\_
  - b. Dean Approval Signature + Date \_\_\_\_\_

*Once your proposed contract is approved and signed off, submit this form to Watt Hall 104 Roski Advisement Office.*

**DEADLINE FOR SUBMISSION: by the end of the first week of fall or spring semester, or any time prior to the start of the summer session.**

D-Clearance \_\_\_\_\_ Student Notified \_\_\_\_\_ Copy to faculty mentor(s) \_\_\_\_\_ Copy to Student \_\_\_\_\_ Student's File \_\_\_\_\_