School of Film, Dance and Theatre
Individualized Instruction Course Policies and Procedures - Undergraduate

Who is Eligible?

- School of Film, Dance and Theatre individualized instruction courses are reserved for undergraduate students who have achieved junior or senior status
- Student must have a minimum 3.0 cumulative GPA
- If you do not meet the above criteria you must attach a personal statement explaining why you should be considered for this opportunity and how it will benefit you

Course Number Options

- **DCE/FMP/THE/THP 499 Individualized Instruction**: Provides an opportunity for original study or investigation in the major or field of specialization on an individual and more autonomous basis. Neither a substitute for a catalog course nor a means of taking a catalog course on an individual basis. Requires application well in advance of regular registration with the student's advisor, the advisor's signature, and approval by both the instructor with whom the student will work and the chair of the department offering the course.

Procedures

- Print Individualized Instruction – Course Request Form
- Choose and meet with supervising faculty member to discuss requirements and complete all sections of the form
  - Forms can be typed or neatly handwritten in ink
  - **Must be signed by supervising faculty member**
- Student must make an appointment to meet with their academic advisor. Advisor will only sign the form if the student meets the academic standing and GPA requirements
  - To schedule an appointment: 480-965-4495
    Design South (CDS) Room 101
    Mon-Fri 9:00am-4:00pm
- After receiving faculty and advisor signatures, student must turn all completed materials into the Director of the School of Film, Dance and Theatre for approval and signature
  - Director: Tiffany Lopez, Tiffany.Ana.Lopez@asu.edu
  - Location: Dixie Gammage Hall (GHALL) Room 232
- Students will receive an email from the School regarding the status of the application. If approved, the email will also contain instruction on course enrollment.