

From Graduate School Catalog

ARH 6941: Supervised Internship

Credits: 1-6 Max: 9 Grading Scheme: S/U

Training in an approved regional or national museum, arts organization, institution, or facility. On-site supervision, with periodic reports filed with the instructor of record. Involves individual contract with faculty member including meeting and research schedules. Template provided here. Grade scheme and expectations provided on the enclosed pages.

Individual Study/Cognate/Instructor Consent Form

Return form together with
REGISTRATION REQUEST to
Graduate Program Assistant
FAC 106

**Fill out form completely.
Incomplete forms will not be accepted and late fee may be incurred.**

- Fall
- Spring
- Summer A
- Summer B
- Summer C
- YEAR _____

NAME _____
UFID _____
PHONE _____
EMAIL _____ AREA _____

OFFICE USE ONLY—FILLED OUT BY DGS

GRADUATE ENROLLED PREFIX & COURSE # _____
ENROLLED COURSE NAME _____ INSTRUCTOR _____

CHOOSE ONE OF THE FOLLOWING 2 OPTIONS:

1. IS THIS A COGNATE COURSE?

- UNDERGRADUATE COURSE # _____ (fill out boxes below)
- GRADUATE COURSE # _____ (do not fill out boxes below, student will follow cognate course syllabus)

2. TRUE IND. STUDY OR THESIS WORK? (fill out boxes below)

NOTE: ALL SA+AH COURSES OUTSIDE OF STUDENT CONCENTRATION REQUIRE INSTRUCTOR CONSENT

REQUIREMENTS *Attach additional contract or syllabus as appropriate.*
If cognate **undergraduate course**, outline graduate level requirements.

OBJECTIVES *Attach additional material as appropriate.*

MEETING SCHEDULE

- Weekly Monthly
- _____

EVALUATION CRITERIA

- See Syllabus

PROJECTS *Check any that apply*

- Blog Paper(s) Presentation
 - Art Projects Annotated Bibliography
 - Email Submissions Other
- _____

I confirm that I have reviewed my account for holds. I agree to complete all course work.

Student Signature _____ Date _____

Instructor Signature _____ Date _____

E-mail correspondence between student & instructor is permitted. Please attach e-mails to this form as needed.

STUDENT MUST PROVIDE COPY OF THIS COMPLETED FORM AND ATTACHMENTS TO INSTRUCTOR

*Default University Grading Policy

* Faculty may provide alternate Grading Policy

Score	Percent	Grade	Grade Points
934-1000	93.4-100	A	4.00
900-933	90.0-93.3	A-	3.67
867-899	86.7-89.9	B+	3.33
834-866	83.4-86.6	B	3.00
800-833	80.0-83.3	B-	2.67
767-799	76.7-79.9	C+	2.33
734-766	73.4-76.6	C	2.00
700-733	70.0-73.3	C-	1.67
667-699	66.7-69.9	D+	1.33
634-666	63.4-66.6	D	1.00
600-633	60.0-63.3	D-	0.67
0-599	0-599	E	0.00

More information on grades and grading policies is here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Class Attendance and Make-Up Policy

Refer to attendance requirements provided on Instructor Consent form front for expectations. Please refer to cognate or provided syllabus as necessary. Excused absences are consistent with university policies in the undergraduate catalog

(<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>) and require appropriate documentation.

Students should arrange with the instructor for makeup material, and the student will receive a timeline to prepare for any makeup assignment, if circumstances allow it.

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Class Demeanor

Students are expected to attend arranged meetings on time and behave in a manner that is respectful to the instructor and to fellow students. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

Materials and Supplies Fees

There are no additional fees for this course unless stipulated within the cognate or regular course syllabi should this form be used for instructor consent.

University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Counseling and Wellness Center

Contact information for the Counseling and Wellness Center:

<http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.