

Department of Fine Arts

FA499 SPECIAL PROBLEMS

Information on how to sign up for a FA499 class:

Step 1: Why do you need to take FA499?

Students are encouraged to take classes from the regular class schedule offerings. Faculty will only allow students to take a FA 499 class under very special circumstances. Why do you need to take a FA 499 class? Is there a way you can sign up for a regular scheduled class?

If your answer is “no” go to Step 2.

Step 2: What is your Goal?

What would you like to achieve in your FA 499 class? How many credits would you like your FA 499 to be? You can take FA 499 for one to four credits. Write up a one page FA 499 proposal detailing your plans for the FA 499 class: why do you want to do a FA 499 class; what exactly will you be doing; when will you turn in your projects, etc. Be very specific about due dates and how many projects you are planning on finishing.

Make two copies of your proposal.

Step 3: Seek an Advisor.

Find a Fine Arts faculty member who will be your advisor for the FA 499 class. Ask the faculty member to evaluate your FA 499 proposal. Make sure that you are taking an appropriate number of credits given the number of projects in your proposal. If the faculty member agrees to be your FA 499 advisor, he/she will sign your proposal and the form on the other side of this page. Leave your FA 499 faculty advisor a copy of your proposal and attach a copy of this form. Your FA 499 proposal is a contract between you and your faculty advisor.

You are responsible for finishing all your proposed projects.

Step 4: Complete the FA499 Form.

After you and your faculty advisor have signed this form, return this form to **Anne Smith** in room 5072B of the Fine Arts Department. If you are charged a lab fee, this charge will be assessed to your student account.

Step 5: Register for FA499 using METRO.

Department of Fine Arts

FA499 COURSE FEES

STUDENT:	
SEMESTER:	
WSU ID#:	

The above student is requesting enrollment in our Fine Arts 499 course (Special Projects/Independent Studies) which does not have a course fee. The student will be using supplies purchased by the Department and using the equipment and/or lab to complete the requirements for the course, therefore a fee is being assessed to cover these costs. This charge will be billed directly to the student's WSU Student Account.

Please return this completed form to **Anne Smith** in room 5072B of the Fine Arts Department.

AREA	ACCOUNT	AMOUNT
Sculpture	15F - 2436 - 0903 - 430 - 25	\$
Painting	15F - 2436 - 0905 - 430 - 25	\$
Drawing	15F - 2436 - 0906 - 430 - 25	\$
Ceramics	15F - 2436 - 0912 - 430 - 25	\$
B&W Photography	15F - 2436 - 0913 - 430 - 25	\$
Digital Media	15F - 2436 - 0914 - 430 - 25	\$
Printmaking	15F - 2436 - 0915 - 430 - 25	\$
Color Photography	15F - 2436 - 0917 - 430 - 25	\$
Figure Drawing	15F - 2436 - 0918 - 430 - 25	\$

STUDENT'S SIGNATURE:	
FACULTY SUPERVISOR:	
CREDIT HOURS:	