

UC SAN DIEGO DEPARTMENT OF VISUAL ARTS

Special Studies Instructions (VIS 198/VIS 199)

A Special Studies course is a course where you work individually (VIS-199) or with a group (VIS-198) with a full-time faculty member in your major area on a project decided upon between you and your faculty member with the faculty member acting as your mentor throughout the quarter. If this seems like something you are interested in, please contact a full-time faculty member to see if they will consent to be your mentor (it is advised you select a faculty member whom you have an existing relationship with or someone you would like to learn from). Tell them your project interests and they will decide if this will be a good match. Special Studies are taken on in addition to all other faculty commitments and therefore is not guaranteed as faculty may not be able to volunteer additional hours depending on their teaching, campus, and research requirements at the time. If you find a faculty member, please follow the procedures below:

- Create a typed VIS 198/9 syllabus that explains the project and specifies week by week activities, designating a minimum of 10 hours per week (time can be split between one-on-one meetings with your faculty member and individual work you do towards the completion of your project)
- Meet with Faculty advisor to discuss syllabus, project and grading metrics
- Submit an [Triton Enrollment Authorization \(TEA\) request](#) for Special Studies to the Visual Arts department by **FRIDAY OF WEEK 1** of the quarter.
 - o Attach VIS 198/9 syllabus to request
 - o VIS 198/9 are taken as P/NP
 - o You **MUST** meet with your faculty advisor **PRIOR** to submitting this request

After Faculty Advisor and the department have approved the form, a section I.D. will be assigned to the course. You will be notified via email once their request has been approved and a section I.D. has been assigned. Students will then need to take active action to enroll into the course.

PLEASE NOTE: An approved TEA request does NOT mean that you have enrolled in the course. After a TEA request is approved, you will need to take active action to book the course in TSS.

DEADLINE TO SUBMIT SPECIAL STUDIES REQUEST TO DEPARTMENT

4:00p FRIDAY OF WEEK 1

DEADLINE TO ENROLL IN THE COURSE

3:00p FRIDAY OF WEEK 2

VIS 199 OR AIP 197 (not both) can apply to your major as follows:

Media- Senior Interdisciplinary

Art History- Advanced Elective

Studio- Advanced Interdisciplinary

ICAM- Advanced Interdisciplinary