RTV 4905
Individual Projects Approval Form
Department of Telecommunication, College of Journalism and Communications

RTV 4905  Section________
Semester______________

Name_____________________________________
UFID#_____________________________________
Telephone______________ (cell ph #) email:

RTV 4905- Individual Projects -- is a course designed to provide students with the opportunity to undertake areas of study or to do a project not normally done in regularly scheduled RTV courses. You are expected to work on an individual basis with a professor to accomplish a project or area of study commensurate with the credit hours requested.

A student who wishes to enroll in an independent study that requires production skills and equipment usage must meet the following criteria:

1) Before enrolling the student must have taken relevant production courses and demonstrated proficiency with all equipment integral to the completion of the independent study; and

2) The student's instruction of record (the supervisor of the RTV 4905 Individual Project) must be familiar with the equipment and be responsible for training the student and overseeing equipment usage; and

3) The student must complete the project two weeks before the final examination period. (During the final week of the term and the final examination period students enrolled in the regularly constituted production classes work feverishly on their final projects, and all editing systems are needed all the time to accommodate them. There is no room for RTV 4905 students during this time, even if the facilities look like they are not busy.)

NATURE OF PROJECT AREA OF STUDY (Be specific):
________________________________________________________________________
____________________________________
____________________________________
____________________________________
____________________________________

Name/Title of Supervisor Approximate # of hrs. of work per week

This course is in lieu of course number Credit Hours: __________

Title of Course: __________________________________________________________________________________________
(Limit of 21 Characters Including Spaces)
_________________________________________________________________________________________________________

PLEASE NOTE:
Individual Projects are expected to be completed within the semester of registration. A grade of "I" (incomplete) will be given only in unusual circumstances where failure to complete the project was beyond the student's control. Incomplete projects will be graded at the end of the term and the grade will be adjusted to reflect the amount of as well as quality of work.

I have read the above and understand all that is required in doing an individual project.

______________________________ ________________
Student Signature Date

November 2010 -- OVER --
ADDENDUM to RTV4905 Approval Form
November 2010

EQUIPMENT USE INFORMATION:

Please be advised that students registered for RTV4905 are not assessed equipment use fees and are therefore not eligible to borrow/use equipment for individual projects. Priority for all equipment is given to students enrolled in regular courses. We cannot provide tapes, sd-cards, or other supplies.

If you require a waiver to this policy, please indicate below the nature of your project and the type of equipment you wish to use in order to successfully complete your project. Be advised that you can only borrow back-up cameras. If approved by Dr. Ostroff, we will provide a copy of this approval form to our Equipment Room Manager.

PROJECT DESCRIPTION:

EQUIPMENT NEEDED:

Approved by: Course Instructor Date

Approved by: David H. Ostroff, Ph.D., Dept. Chair Date