



LARC Independent Study Agreement Form

- The student must seek LA faculty approval in order to register for any LARC Independent courses.
- The Faculty Advisor must approve the student prospectus by signing the **LARC Independent Study Agreement Form** and the **UofG Course Waiver Request Form**.
- The **Course Waiver Request** form is then submitted by the student to Enrolment Services at es@uoguelph.ca for processing (before the last day to add a course); and the **LARC Independent Study Agreement Form** is then filed with the LA Programs Assistant.

Student

Student Name:

ID#:

I wish to undertake an independent study course within the Landscape Architecture program at the University of Guelph for academic credit. These courses can only be taken once. The due date for all course work materials will typically be on or before the last day of regular scheduled classes in the semester registered.

Choose Course #:

LARC*3500 - Independent Study. Section #:

LARC*4730 - Special Study in Landscape Architecture. Section #:

LARC*4740 - Case Studies

LARC*6710 - Special Study (graduate students only). Section #:

Semester: **Fall** **Winter** **Summer**

Year:

I have contacted the following landscape architecture faculty member who has agreed to advise me on my independent study topic.

My Faculty Advisor will be:

Student signature:

Date:

Faculty Advisor

I am prepared to advise the student in accordance with the academic undergraduate or graduate calendar regulations.

Signature of Faculty Advisor:

Date:

LARC Independent Study Agreement Form Details

Undergraduate BLA Students:

LARC*3500, LARC*4730, LARC*4740 require the BLA student have a landscape architecture faculty member supervise the independent study work. Generally, a prospectus is prepared in advance or with a specific faculty members input. If the faculty member is interested in supervision, the prospectus is formalized, and a departmental LARC Independent Stud Agreement form is completed. A final mark is given at the end of the registered semester.

A prospectus (a work plan) is generally 1-3 pages in length and contains:

1. Cover page with title of proposed project, date, name, student ID number and faculty advisor.
 2. One to three paragraph description of the proposed project that can include goal and objectives, a brief justification of the project and background information.
 3. A one to three paragraph description of the process to be followed. As an example, if the proposed project is a comparative case study of urban art: Where are the 'cases' located? How will information be collected and analyzed? What techniques will be used?
 4. A one to three paragraph detailed description of the project deliverables, key dates for delivery of products produced.
 5. A detailed as necessary plan that includes resources required, meeting times with the Advisor, and a proposed scheme for evaluating the submitted project (course expectations/requirements and assessment details is established with the student and faculty advisor).
- The [Undergraduate Course Waiver](#) form must be completed, signed and submitted by the student to Enrolment Services at es@uoguelph.ca by the required deadline.
 - The LA Agreement form is signed by the student; signed and approved by the faculty Advisor and is filed with the Program Assistant.

Graduate MLA Students:

LARC*6710, Special Study is a required course in the MLA degree program, normally completed in the 5th semester (for thesis students) and supervised by your Advisor or as an elective for CBM students. LARC*6710 can also be taken as an independent study course at any time. A proposal for the content and product required for this course must be developed in conjunction with an LA faculty member. A final numeric mark is given at the end of the registered semester.

The graduate student should complete this form if this course is taking the course as an additional independent study course (using an alternate section course code if available or taken in another semester). An additional LARC*6710 course is normally supervised by an LA faculty member unless you have made other approved arrangements. Course expectations/requirements and assessment details are to be established with the student and instructor.

- The [Graduate Course Waiver](#) form must be completed, signed and submitted by the student to Enrolment Services at es@uoguelph.ca by the required deadline.
- The **LA Agreement form** is signed by the student; approved (signed) by the faculty Advisor and is filed with the LA Program Assistant.