

## Graduate GIS Certificate Practicum Proposal Form

*After reading the guidelines on the reverse side*, please complete this form and obtain signatures of approval and return this form to the SNRE Office (ENR2 N322). This form is for department records and is used to assign a grade at the end of the semester.

An advisor in the department will register you for Practicum units *through the 10<sup>th</sup> class day of the semester*; thereafter, a Change of Schedule form must be used (routed through the Registrar's Office). Research proposal forms **will only be accepted through the 18<sup>th</sup> day of class** to allow for processing time prior to the late fee being imposed. We will not guarantee acceptance of the form, after **5PM on the 18<sup>th</sup> day of class**.

Student Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Student Phone # \_\_\_\_\_ Student E-mail \_\_\_\_\_

Student Major \_\_\_\_\_

Course Prefix and Number    RNR    GEOG    495    594

Number of Units \_\_\_\_\_ [Note: Students are expected to spend at least 3 hours per week on this project for each unit of credit or 45 total hours of course-related work per credit.]

Semester:    Fall            Spring            Summer I            Summer II            Year \_\_\_\_\_

Project Advisor \_\_\_\_\_

Project Advisor Phone & E-Mail \_\_\_\_\_

Project Advisor Home Department \_\_\_\_\_

Title of Project \_\_\_\_\_

Estimated hours per week student will spend on project \_\_\_\_\_

Estimated Project Advisor/Student contact hours per week \_\_\_\_\_

Secondary advisor \_\_\_\_\_

A brief description of project, including anticipated product(s), should be typed and attached to the proposal.

### **Required Signatures:**

Student \_\_\_\_\_ Date \_\_\_\_\_

Practicum Advisor \_\_\_\_\_ Date \_\_\_\_\_

Coursework Advisor \_\_\_\_\_ Date \_\_\_\_\_

*Details on Reverse Side*

## Guidelines for the GIS Practicum

### **RNR or GEOG 494/594 Practicum**

(Credit varies) The practical application, on an individual basis, of previously studied theory and the collection of data for future theoretical interpretation.

**The number of credits** of Practicum course work must lie within the approved credit range listed in the catalog course description.

**Determination of credit:** The University and Board of Regents require a minimum of 45 hours of course-related work for each unit of credit awarded.

**Registration fee** for Practicum credit is calculated at the same rate as for other credit courses.

**The student should have a specific Practicum project** that is approved in consultation with the Practicum advisor.

**Deadlines:** Research proposal forms will only be accepted through the **18<sup>th</sup> day of class** to allow for processing time prior to the late fee being imposed.

**The last day to register** for Practicum without incurring a late charge is: Fall and Spring Semesters: 21<sup>st</sup> calendar day after the first day of classes. This is for information only as forms must be turned in by the **18<sup>th</sup> day of class**. Winter and Summer Sessions: Last day to drop with deletion from the record (last day to increase units without a \$50 late charge).

**In the case that a grade of Incomplete is awarded** in a Practicum course, and the Project Advisor is no longer available, another Project Advisor must be identified who agrees to evaluate the student's work.

**Major GPA impact:** Practicum may not be counted toward the major GPA when removal of that grade would result in the major GPA dropping below 2.0. Therefore, advisors will not approve practicum credits if a student's current major GPA is below 2.0. Practicum performed under the guidance of non-SNRE faculty members is limited to 2 units and must be approved by the GIS executive committee.