California State University, Sacramento
Department of Art

Special Problems and MA Culminating Experience Petition

This petition is to be used only for: Art 199, 299, and 500 during the first four weeks of the semester only. No courses can be added after “Census Date” except under special circumstances. Note: Art 500 (Culminating Experience; 3 units) requires advancement to candidacy and the permission of the chair of the graduate student’s project committee.

Instructions for filling out and submitting petition:
1. Discuss your project with instructor, fill out petition, and get instructor’s signature.
2. Submit completed form to the Art Department (Kadema 185) to get Department Chair’s signature and so that Art Department staff can register you for the class.
3. Check MY SAC STATE after two business days to confirm that you have been registered for the class.

Semester and year: _________________________________
Course Number: ART _______________________________
Number of units (Art 199/299 only): 1 2 3
Class Number (5 digits) ____________________________________________
Student’s Name: __________________________________________________
Student ID Number (not SS#) _______________________________________
Home Address: ___________________________________________________________________
Phone: _____________________________ E-Mail: _________________________________

Status: _______ Undergrad. (Major/Concentration: ____________________________)
          (Class Level: ______ FR ______ SO ______ JR ______ SR)
          ______ Graduate (Check Category: Classified: ______; Unclassified: ______)
          (Note: Art 299 is open only to graduate Art students; only 6 units may be applied toward the MA degree in Studio Art)
          ______ Second BA ______ Open University ______ Other (________________________)

Project description: Summarize what you will do during the semester, and what the final product(s) will be (may be continued on a separate page, if necessary).
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

_________________________ ________________________________________    _____________
Name of Instructor (printed)  Signature of Instructor        Date

_______________________________ _________________________________________________
Signature of Department Chair   Date of Enrollment (Added by Art Office)

Supervisory Course Petition (rev. 9/12/08)