

PRACTICUM

(TH 331, TH 334)

Since a primary focus of the Theatre major is to understand both the theory and practice of theatre, each student pursuing the B.F.A. degree must successfully complete TH 331 and TH 334. Students will earn one (1) credit hour in practicum. Both practicums are graded PASS / FAIL. Students must satisfy the required prerequisites:

TH 331: Scenery Practicum (Prerequisite: TH 136: Stagecraft)

TH 334: Costume Practicum (Prerequisite: TH 234: Stage Costuming)

Each practicum requires 42 hours of work in the appropriate production shop. The student, with the shop supervisor, will determine the specific work schedule that will satisfy the requirement. The work schedule will conform to the production schedule for each semester.

We recommend the following work schedules:

Option 1 (weekly schedule) One day each week or three (3) hours per week during the entire semester.

Option 2 (production schedule) Two days each week or six (6) hours per week during the production period.

Practicum hours will not be carried over from one semester to the next. The grade of "I", incomplete, will be issued for personal emergencies that are verifiable when the student has been making satisfactory progress in the course. Students are responsible for recording their hours accurately and securing the appropriate signatures. Only approved faculty or staff may sign time sheets.

Practicum supervisors:

Amanda Dura	Costume Shop	5489
Craig Moxon	Scenic Studio	6443

PRACTICUM POLICIES

Schedule

1. At the beginning of each semester the Shop Supervisor and the practicum student will agree upon a work schedule for the practicum student.
2. Not all work schedules will start at the beginning of the Semester of enrollment. The Shop Supervisor and the student will choose a work option (half the semester or full semester). The student's work hours will be schedule according to the option selected.
3. A student must work for no less than two hours.
4. If you would like to take a second show assignment, the working on a running crew, or a construction crew, these hours may be counted as part of your practicum. You cannot receive show credit for this crew assignment. The Shop Supervisor must approve this arrangement when the second assignment is given.
5. The Shop Supervisor is responsible for verifying the enrolled student will have enough scheduled hours to fulfill the required forty-two (42) hours before the student and the supervisor have signed the schedule contract.
6. The contracted work schedule can be changed, once, for the remainder of the semester, with the approval of Shop Supervisor.
7. **By signing the practicum work schedule the student agrees to the work during the hours indicated on the schedule**

Policies

1. At the beginning, and ending of each scheduled work session the student will report to the Shop Supervisor.
2. If a student is unable to fulfill their scheduled work session it is their responsibility to notify the Shop Supervisor, prior to the scheduled time.
3. If the student misses a work session the hours missed must be made up in a timely manner.
4. If the student fails in to notify the Shop Supervisor in advance of the missed work session it will result in an absence.
5. Six (6) or more absences will be grounds for failing the course.
6. If the student repeatedly misses/ rearranges work sessions (6 or more times) the Shop Supervisor reserves the right to count the original sessions as absences.
7. If you are not otherwise required to attend a scheduled Saturday Work Call (*you are not a cast or crew member of any kind*) you may count any hours completed during work call toward the 42 required hours. *Attending work call does not guarantee 8 hours of work.*
8. The student cannot count their practicum hours as crew hours or as paid shop hours, unless prior arrangements have been made with the costume shop manager.

*Crew members must put in 18 hours for running crew or 36 hours for construction crew for the show they are assigned, along with their practicum hours for that semester.

I have read and understand they above schedule and practicum policies.

Name _____

Signature _____ Date _____