PRODUCTION PRACTICUM POLICIES

1- As a **requirement for graduation**, majors in Theatre MUST complete two (2) Production Practicum courses as follows:
   Two (2) at the THEA 4900 level

2- Students may obtain **permits to enroll** for THEA 4900 from the Department of Theatre and Dance office (BDA 205) or on the departmental web site (see Faculty Resources). Faculty who supervise practicum projects – show directors, costume, scenic, lighting, and management area faculty – must sign to indicate approval of the practicum project. Students MUST work out details of your practicum assignment first with that supervisor. Upon receipt of the signed Permission of Department (POD) form from the practicum supervisor, please return the form to the departmental office for a CRN to be issued and for processing. After the permit has been processed, you MUST enroll in the course via RaiderNet.

3- You may enroll in THEA 4900 after the Drop/Add deadline using a Drop/Add form obtained through the Department of Theatre & Dance office and processed though the Scheduling Center. A POD (same process as noted above) is still required along with the Drop/Add form.

4- Grading for THEA 4900 courses will use the **Production Practicum Rubric** form. Consult your practicum supervisor for details. Practicum supervisors will complete a rubric form, assign a grade, and inform the Faculty of Record of the grade. The Faculty of Record is responsible for posting the final course grade in PipeLine.

5- Practicum projects are approved for work on departmental productions or for other on-campus productions in which the student's work is supervised by departmental faculty.

6- Students may enroll for NO MORE THAN two (2) practicum courses during a single semester.

7- Students may enroll in a THEA 4900 course up to one semester after the practicum project is completed. No THEA 4900 credit will be given after one semester has passed, excluding summer terms.