THEA 4900 PRODUCTION PRACTICUM POLICIES

1- REGISTRATION RESTRICTIONS: Students may enroll in NO MORE THAN two (2) practicum courses during a single semester. 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.

2- QUALIFYING PROJECTS: Practicum projects are approved for work on MTSU Theatre & Dance departmental productions or for other on-campus productions (example: School of Music productions supervised by Theatre faculty) in which the student’s work is directly supervised by departmental faculty. Students may not receive practicum credit for student produced work, unless the responsibility is directly supervised by a faculty member (example: Student Success production director). Likewise, projects that are not directly involved in the creation of a live theatre event (acting, directing, design, costume/scenic construction, run crew, etc.) do not qualify for practicum credit, as the goal of requiring production practicum credit is the development of experience in producing live theatre.

3- PERMISSION TO ENROLL: Students may obtain permits to enroll (example below) 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 the practicum assignment with that faculty supervisor first. Upon receipt of the signed Permission of Department (POD) form from the practicum supervisor (or upon provision of faculty email approval with sufficient project and student information), the departmental office will issue a permit (SPEC) to enroll.

4- ENROLLING: After the permit has been processed, the student MUST enroll in the course via Pipeline or by processing a Late Registration form, if necessary.

5- GRADING: Grading for THEA 4900 courses will use the Production Practicum Rubric form (for performance or non-performance/design-tech, as appropriate – see attached pages 2 and 3). Consult 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 will post the final course grade at the end of the term.

MIDDLE TENNESSEE STATE UNIVERSITY
DEPARTMENT OF THEATRE AND DANCE

PRODUCTION PRACTICUM PERMISSION

Student _________________________________________________________________

Student ID # ________________________________ Semester/Year ____________

CRN _______________ Course Section THEA 4900-__________ Cr.Hrs. (1)

_________________________________________ Date ____________

Project Advisor

The above-named student has met departmental requirements or prerequisites and is granted permission to register for the course indicated for the purpose of completing the above practicum project:

RETURN THIS COMPLETED AND SIGNED FORM TO BDA 205
# Performance Practicum Grading Rubric

## Production Practicum Rubric

<table>
<thead>
<tr>
<th>Attendance</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Below Standard</td>
<td>Is often late. Has missed more than one assigned responsibility.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marginal</td>
<td>Is sometimes late. Has missed one assigned responsibility.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acceptable</td>
<td>Is rarely late. Has not missed an assigned responsibility.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excellent</td>
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<table>
<thead>
<tr>
<th>Participation</th>
<th>1</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Below Standard</td>
<td>Does not come prepared for responsibilities. Is not dedicated to the process. Is not actively focused on tasks. Is not motivated to do strong work.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marginal</td>
<td>Sometimes comes prepared to work. Is sometimes dedicated to the process. Is sometimes actively focused on tasks. Is sometimes motivated to do strong work.</td>
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<tr>
<th>Skills Development</th>
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</thead>
<tbody>
<tr>
<td>Below Standard</td>
<td>Demonstrates unacceptable development of skills for production. Demonstrates unacceptable ability to work in collaboration with others. Serves as an unacceptable role model for other students.</td>
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<td>Marginal</td>
<td>Demonstrates minimal development of skills for production. Demonstrates minimal ability to work in collaboration with others. Serves minimally as a role model for other students.</td>
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## Total Practicum Score

<table>
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<tr>
<th>Grade Assigned</th>
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<tbody>
<tr>
<td>Scale: 3-4 = F; 5-6 = D; 7-8 = C; 9-10 = B; 11-12 = A</td>
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Comments:
# Production Practicum Rubric

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<tbody>
<tr>
<td>Below Standard</td>
<td>Demonstrates unacceptable development of Portfolio/Resume for experience level. Did not attend either Portfolio/Resume workshops offered. Is not prepared and dedicated to the process. Serves as an unacceptable role model for other students.</td>
<td>Demonstrates minimum development of Portfolio/Resume for experience level. Attended one Portfolio/Resume workshops offered. Is somewhat prepared and dedicated to the process. Serves as an minimally as a role model for other students.</td>
<td>Demonstrates adequate development of Portfolio/Resume for experience level. Attended 2 Portfolio/Resume workshops offered. Is usually prepared and dedicated to the process. Serves adequately as a role model for other students.</td>
<td>Demonstrates advanced development of Portfolio/Resume for experience level. Attended 2 or more Portfolio/Resume workshops offered. Is always prepared and dedicated to the process. Serves as an effective role model for other students.</td>
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