

COURSE REQUIREMENT SUBSTITUTION FORM

Department of Visual and Environmental Studies

This form is required for approval and documentation of any non-VES course used to satisfy concentration or secondary field course requirements. A course description and syllabus are required if the course does not appear as a previously approved course on the VES Web site.

STUDENT INFORMATION:

Name: _____ Class: _____ House: _____

E-mail Address: _____

Mailing Address: _____

COURSE INFORMATION:

Course # and Title: _____

School or Dept: _____

Term and Year Taken: _____ Instructor _____

PLEASE CHECK ONE:

VES Concentrator

DATE SUBMITTED: _____

VES Secondary Field

WHAT MAY BE COUNTED:

IF VES IS YOUR PRIMARY CONCENTRATION:

Ordinarily, not more than **TWO** courses taken outside of VES or History of Art and Architecture may be counted for concentration credit. Study Abroad: A maximum of **THREE** courses taken out of residence may be counted for concentration credit (final approval is not given until the student returns and shows evidence of satisfactory completion of coursework).

IF VES IS A SECONDARY FIELD:

Under special circumstances, a maximum of **ONE** course outside the department, from the Harvard Summer School, study abroad, or transfer credit may be counted toward a secondary field.

Please indicate which requirement you would like this course to fulfill:

STUDIO

studio course
art history/theory course
other history/theory course
(regular concentration only)
elective
(regular concentration only)

FILM and VISUAL STUDIES

film theory course
non-VES film and visual studies course
advanced seminar
(regular concentration only)

FILM/VIDEO

film/video production course
moving image or critical studies history/theory
course
other history/theory course
(regular concentration only)
elective
(regular concentration only)

ENVIRONMENTAL STUDIES

non-VES environmental studies course

Signature of Director of Undergraduate Studies

Date