GRADUATE STUDENT ADVISEMENT AND REGISTRATION PROCEDURES

Each semester students should refer to the university calendar [https://facultysenate.ecu.edu/academic-calendars/] to determine the dates for advisement, pre-registration, and registration.

The Graduate Program Director is the official advisor for all MFA and MAEd students in the School of Art and Design and oversees the advisement process. All graduate students are advised by their area coordinator concerning their curriculum. The Graduate Program Director may also address any questions about non-discipline specific courses.

1. Review the course offerings by following the steps outlined in PiratePort. Available courses for each semester are listed on Banner. Graduate-level DE courses are listed as ART 6000+ with section 601.

2. Determine the schedule in consultation with the student's Area Coordinator.

3. If a special course (ART 6500, 6991~94), needs to be created for the student, the instructor needs to submit the request detailing the course information, syllabus, and student information to the Graduate Program Director.

4. For ART 7000 Thesis, Masters Pre-Thesis Research Approval Form and MFA Thesis Committee Signature Form should be completed and submitted to the Graduate Program Director before the thesis section can be created.

5. Sign up for courses using Banner
   Step 1: At ECU home page [http://www.ecu.edu], select PiratePort and log in
   Step 2: Go to Banner Self Service
   Step 3: Select Registration
   Step 4: Look Up Classes / Add or Drop Classes

6. Use DegreeWorks [https://registrar.ecu.edu/what-is-degree-works/] to check and evaluate your requirements and progress.

MFA Requirement
   24 s.h. Art core: student’s area of concentration (ART)
   12 s.h Art electives (ART)
   12 s.h. Art histories (ARTH)
   3 s.h. Art 6000 Reading in Art (ART)
   3 s.h. General electives
   6 s.h. ART 7000 Thesis (ART)
   Thesis exhibition

MAEd Art Education Requirement
   6 s.h. Education (EDUC 6001, SPED 6002)
   9 s.h. Art education (ART 6800, 6801, 6898)
   9 s.h. Art electives (ART)
   3 s.h. Art history electives (ARTH)
   3 s.h. Final product: thesis option or 6 s.h. Final product: non-thesis option