

## Geography Field Work Guidelines

While students are strongly encouraged to enroll in Geog 650 (Geography Field Work), other options for satisfying the field work requirement include taking Geog 654 (Tropical Field Course), Geog 489 (Internship in Geography, Upper Division), Geog 497 (Study Aboard), or Geog 699 (Independent Work).

Students electing to take Geog 489, 497, or 699 to fulfill this requirement **must obtain faculty approval for their field research project before enrolling**. To seek faculty approval, students must submit a written request to the Undergraduate Program Chair at least one week and a half prior to the Geography Department's faculty meeting, which is usually held in the first week of each month (excluding June to August, and January).

In addition to a general description of the course and the field work project, students must demonstrate that their Geog 489/497/699 experience will involve **a minimum of 45 hours of work in the field**. Field work involves the collection of raw/primary data. Field work is performed outside of the classroom and is conducted on site. In survey research, field work refers to face-to-face interviewing (not telephone or email). It can also include the observation of people to examine their activities, social structures, and the like. Students should note that time devoted to traveling to field work locations, course readings, inputting data, report writing, and other course related activities does **not** count towards the 45 hour minimum.

To facilitate approval, students should list the field work activities being conducted and the time allotted to each activity below. This should be signed by the instructor/advisor for Geog 489, 497, or 699.

<b>Field Work Activity</b>	<b>Duration</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
	<b>Total hours</b> _____

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Geog 489, 497, or 699 instructor/advisor (Print, sign and date)