

Capstone Expectations

Expectations

- Bibliography for references and research
- Outline for general guidelines on project
- Drafts---first by mid semester or right after
- Return and update...
- Additional Drafts---limited to total 4
- Review to faculty—NEED 2 weeks
- Presentation—not scheduled until draft sent for review to the faculty
- Update and publish form.

Expectations

- You must submit drafts to Vericite for similarity review.
- Papers with similarity above 10% are not accepted.
- Papers must be in APA format. Papers range in length from 20-25 pages for a single author.
- Reviews by faculty review teams may require additional content and/or a presentation to be postponed.

DEADLINES

- FINAL DRAFT for REVIEW to Faculty Reviewers
 - Last day of semester classes (For Fall 2018, December 7)
 - If this date is missed, you may petition for an INCOMPLETE. It is the decision of the ADVISOR if this will be extended. You need to complete and submit the INCOMPLETE CONTRACT by December 14 for FALL 2018).
 - If you have not completed any work toward completing this capstone, the advisor will be encouraged to post the grade earned.

Dates for Completion

- Remember end of semesters have additional requirements for faculty, so you need to remember the time frame for review by the advisor and the faculty team.
- Missing the date for review by the team, means you cannot possibly complete for the current semester. For fall, the faculty team, needs to have the draft by That date is November 26.

FINAL DATE GRADE SUBMISSION

- FINAL DATE for EVERYTHING is December 14. This means the FINAL DRAFT that has been APPROVED by the advisor AFTER the presentation with all updates addressed.
- This means you have met the review team deadline and the presentation is completed.
- After all this is completed, the advisor will be able to have the grade posted.
 - Final project/paper is project submitted to director and you have completed the Publication permission form.

Don't assume an Incomplete will be granted? You need to work on your project. The decision to allow an incomplete is based on the faculty advisor evaluation of the work progress.