

Framingham State University

CAPSTONE DIRECTED STUDY IN LIBERAL STUDIES POLICY & GUIDELINES

1. The Capstone experience is the final course taken to complete the Concentration portion of the Liberal Studies major. It may not be taken earlier in the student's program. It may, however, be taken concurrently with the student's fifth concentration course.
2. A Liberal Studies major enrolling in a Capstone experience should first obtain the form "Application for Capstone Directed Study." The form is available from the University's website.
3. A Liberal Studies major must have a minimum overall grade point average of 2.00 in order to be eligible to register for the Capstone Directed Study.
4. A Liberal Studies major should contact faculty from within their concentration core courses to develop an acceptable project and request an appropriate faculty supervisor. The supervisor would normally be of the student's choice. Supervisors are not assigned by the Liberal Studies major coordinator. The student's project should be fully described in a typed proposal and **attached** to the "Application for Capstone Directed Study." **The proposal should be at a minimum of 200-250 words** (one page double-spaced) and include **a preliminary bibliography**. For most subject areas a research paper of some 25 pages including notes and bibliography would be expected. Other types of projects are however more appropriate for certain disciplines, e.g. Art. Because capstones are completed in many different academic departments the guidelines are meant to be flexible.
5. This completed form (including all of the required signatures) **must be submitted in its entirety within the Course Add/Drop period of the semester during which the Capstone experience will take place** to the appropriate Liberal Studies Program Coordinator. Day Division students should contact Dr. Jon Huibregtse, May 305, for final approval. DGCE students should contact Dr. P. Bradley Nutting, McCarthy Center 515, for final approval. The proposal and bibliography must be attached to the form. The student will be registered for the course shortly after the Coordinator has given final approval. Day students register through the Office of the Registrar, Dwight Hall. DGCE students register through the Division of Graduate and Continuing Education, McCarthy Center, 515.
6. At the conclusion of the semester, the project is to be graded by the faculty supervisor and submitted electronically during the time frame for final grade submission.
7. Any questions concerning completion of the Capstone experience should be directed to the appropriate coordinator, either Dr. Jon Huibregtse at jhuibregtse@framingham.edu or Dr. P. Bradley Nutting at pnutting@framingham.edu.