

CAPSTONE CONTRACT

This form must be submitted to the instructor of the course you are completing the capstone in by the end of the second week of classes. Failure to adhere to these deadlines **will** delay your graduation.

Name: _____ Student ID#: _____

Expected Graduation Date: _____ Major Advisor: _____

Course in which capstone project will be completed: _____

Working Title of Project: _____

Capstone Advisor: _____

By signing this document you are agreeing to submit work related to your capstone project to your capstone advisor in accordance with the following deadlines:

Outline	Week 3
First draft	Week 10
Abstract	Week 13
Final draft (4 copies)	Week 14

It is absolutely required that each student follow the set of steps prescribed above in developing the capstone project. There are no shortcuts to excellent research-and-analysis writing. Solid and timely preparation yields the best results with the least anxiety. The capstone project is more a test of each student's self-discipline than it is of his or her factual knowledge or rhetorical brilliance. It is essential that each student maintain the pace set above for completion of the capstone.

Students are responsible for scheduling regular meetings with their capstone advisors during the semester to ensure that the capstone is completed in a timely manner.

The final draft of the capstone will include the following elements:

- Title page
- Abstract
- Table of contents
- Introduction
- Literature review
- Theory and methodology
- Findings
- Conclusion

Student Signature