

KELLOGG HONORS COLLEGE

Capstone Project Contract

Student Form

Honors Capstone Projects are presented in the Spring semester of every academic year. You must complete your capstone project no later than the semester before you graduate. For fall graduates, the project presentation can occur during the Spring semester before or after your graduation. The earliest you may do a Capstone Project is two semesters before graduation. The Capstone project/course cannot be put off until the semester you plan to graduate.

Full Name _____ Bronco Number _____

Major and College _____ Expected Graduation (month/year) _____

CPP Email: _____ Phone contact _____

An "Honors Capstone Project" is culminating research, scholarly or creative experience displaying the student's academic interests and demonstrate a deep understanding of the topic, issue, or problem. It should represent scholarship in the student's academic field of study or in any discipline of particular interest to the student. Please work with your faculty mentor to provide answers to the following questions.

Tentative Title: _____

Briefly describe your proposed project. The description should include the goal or objective of the project, what you expect to learn from conducting this project, and how this project fits into your overall educational objectives. (500 word maximum)

Will this project require the approval of the [Institutional Review Board \(IRB\)](#)? _____ Yes _____ No

All research involving human subjects or vertebrate animals (including samples, data sets, etc.) performed by Cal Poly Pomona faculty, staff or students, or performed on this campus, must be reviewed by the IRB for the applicability of federal policy. Please visit the [IRB website](#) for more information.

How will you carry out the proposed project? Include a brief discussion of methods appropriate for this project. Provide a timeline of activities, proposed date of project completion, as well as how often you will meet with your mentor. (500 word maximum)

In what form will you present your research?

_____ Conference Poster (most common)

_____ Model

_____ Video/Film

_____ Performance

_____ Art object or series of objects

_____ Other (Please describe below)

Is your Honors Capstone Project and extension of a group project?

_____ Yes

_____ No

If your project is an extension of a group project, clearly explain what aspects of the project will be your independent work vs. the group's work. A larger group project is encouraged as long as a significant component of the group project is your independent work and individual effort. (300 word maximum)

Student: I have developed this project with the consent of my faculty mentor and understand that this forms one of the requirements of the Kellogg Honors College program. I agree to abide by University Policies for academic integrity and research ethics.

Student Signature

Date

Faculty Mentor(s): How does this project display a student's academic interests and demonstrate a deep understanding of a topic, issue, or problem? (200 words maximum)

How does this project integrate and synthesize deep learning? (200 words maximum)

How will you evaluate this project? (200 word maximum)

I agree to serve as the faculty mentor for this Honors Capstone Research Project.

Mentor Signature: _____ Date: _____

Academic Dept.: _____

CPP Email: _____ Phone: _____

Faculty mentors will receive a letter upon successful completion of responsibilities documenting this important service to KHC. This letter is to support documentation of service activities for your RTP file.

Students will enroll in CPU4000H (3 units) while conducting their research. The KHC Director will serve as instructor of record and will contact faculty mentors for the final grade at the end of the semester. This class is meant to provide honors credit for the research project but is not intended as a substitute for senior project courses in student's major.

Kellogg Honors College Director: I read and approve this Honors Capstone Research contract.

Signature