IDS 464 INDIVIDUALIZED STUDY (CAPSTONE) FORM FOR INDIVIDUAL MAJORS

To be signed by a faculty sponsor and submitted to the IDS Committee (Box 390) with capstone project proposal, which must be approved by the IDS Committee for the student to be registered for IDS 464.

Name: ___________________________ Box #: __________ ID# ___________________________
(please print)

Title of individual major: __________________________________________________________

Title of senior thesis (Individualized Study--Research): ________________________________

Part I: When to Submit Your Proposal to the IDS Committee

A. The IDS office will register you for your capstone course, IDS 464, in either the first or second semester of your senior year. Regardless of which you choose, you must have (1) a faculty sponsor, who may or may not be one of your major advisors, and (2) the IDS Committee’s approval of your project, before the end of your last semester on campus prior to senior year.

B. If you plan to study abroad in spring of your junior year, propose your project in the fall of your junior year. We know that is an early deadline and that your project will adapt and adjust as a result of your experiences abroad (or during summer internships, etc.). The point is to articulate as much as possible, before you go, how your experiences will feed into your capstone.

For course registration during (term and year): ________________________________

Part II: What to Include in the Proposal (attach to this sheet)

A. Write a one- to two-page essay that includes the following information:
   ● What is your research problem, question or hypothesis? What is original or fresh about your approach? How can you focus it more?
   ● What is your research methodology?
   ● What resources will you need (interviews, observations, research materials, permissions, experiments, equipment, special funding, etc.)?
   ● What is the relationship of your project to your individual major topic and courses?
   ● Is there a particular course, internship or other experience that will aid you in the completion of the project?
   ● What format will the project take (paper of what length, performance, exhibit etc.)?
B. Compile an annotated bibliography:
  ● This is like a To-Do List for your project. Consider all possible resources, such as texts, journals, periodicals, and non-print sources.
  ● You will not have read all of your sources! Include a few lines on what you will focus on within the resource, i.e. why you are including it (you may cut and paste from an online description which of course you will cite).
  ● Remember the list doesn’t have to be comprehensive, nor do you have to use every source you’ve listed initially. At this stage you are looking to see if there is enough source material to support the project.

C. Create a timeline for the project:
  ● When and where will your research begin? If relevant summarize summer and fall plans.
  ● When will you submit requests for funding, permission to work with human subjects, reservations for exhibition space, lists of survey questions, and other applications which may be necessary?
  ● How often will you meet with your advisor and other resource people for evaluation and guidance?
  ● You and your advisor will set the due date for your draft and completed project.

STUDENT signature: _____________________________ Date: ________________

Individual major students may qualify for Honors designation. Please refer to the Individual Major web page for more information: http://www.gettysburg.edu/academics/ids/programs/individual-major/.

Part III: Have your faculty advisor sign this page indicating that he or she has read your plan and agrees to both act as your sponsor and evaluate the completed project.

SPONSOR’s printed name: _____________________________ Dept. __________________

Signature: _____________________________ Date: ________________