**Instructions for Completing the Biology Major Capstone with a 699 Independent Study**

* **Must be completed *by the student* and *typewritten*. Handwritten documents will be returned!**
* **It is recommended that the student complete this form after participating in the lab/project for several weeks (4-6 weeks).**
* **Students seeking Capstone approval in their final term, must submit this form for review by April 1 for spring graduation, August 1 for summer graduation or November 1 for fall graduation.**
* A **Biology Major student** seeking to complete capstone requirement with a “699” (independent and/or directed study) **must complete and submit this completed** **form** in collaboration with a faculty member (instructor of record) who will have direct oversight of the experience and the responsibility of assigning the final grade. The student will submit the completed form to his/her Biology Major Adviser. Note: The student, not the instructor, is responsible for completing and submitting this form.
* **Both the student and the instructor/supervisor of the student’s capstone experience must sign** the completed proposal form and return it to your Biology Major advisor. If revisions are requested, a Biology Major adviser will contact the student and/or supervisor.
* On the following pages are a list of 7 criteria used to evaluate whether a student’s experience meets the spirit of the CALS capstone requirement. Note that the student’s experience must be rooted in a biological issue. If you have questions about the appropriateness of your experience, please contact your Biology Major Adviser. Note: Example Capstone forms are posted here: <http://biologymajor.wisc.edu/wp-content/uploads/sites/26/2013/07/capstone-samples.pdf.>

**Student / Supervisor info:**

Student Name (First and Last Name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus ID number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address ([myname@wisc.edu](mailto:myname@wisc.edu)): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anticipated Graduation Term (ex. Fall 2017): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Biology Major Adviser:

Capstone Course Enrolled (ex. Biochem 699): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester of Enrollment (ex. Spring 2015): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Capstone Faculty Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Capstone Faculty Dept:

Capstone Faculty Title (e.g., Prof, Assoc Prof, Asst Prof):

Capstone Faculty Email:

Additional Faculty/Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have completed Introductory Biology (Bio/Bot 130 plus Bio/Zoo 102, Bio/Bot/Zoo 152, or Biocore 383) prior to the semester of this capstone experience: YES NO (circle one)

I am within my last 3 semesters of my expected graduation semester: YES NO (circle one)

Title of Capstone project:

***Please respond to the questions below with detailed examples in 3 – 5 sentences.***

1. Describe the scientific questions and goals of the capstone project. Include the major question being addressed. If your project is a part of a broader lab effort, please provide some background and clarify your role and contribution to this larger context.
2. Explain and provide an example of how the project has allowed you to develop problem-solving skills.
3. Explain how the project exposed you to multidisciplinary topics and approaches. A discipline is a branch of knowledge, not a list of techniques.
4. Explain how the projecthas allowed you to develop teamwork and interpersonal skills, including the ability to communicate effectively to multiple audiences.
5. Explain and describe (be specific) how the projecthas allowed you to developskills in accessing and using information resources (e.g., electronic databases, library resources, national repositories).
6. Why is this research important? Explain how the project addressed larger societal, economic, ethical, scientific or professional issues.
7. Describe and provide examples of how you have communicated or extended the capstone experience via written, oral, and/or multimedia reports.

**Student Signature**: I attest the above information as truthful. The work has been or will be completed during the semester mentioned on the form. Any changes to the above mentioned may jeopardize the satisfactory completion of the capstone requirement.

Student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student signature:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Capstone Instructor Approval**: I attest that the above student has participated or is participating in a Directed Study experience, as described above. A passing grade in this experience (A, AB, B, BC, C, D) in this course would indicate that the student completed all the activities describe in the proposal.

Faculty name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty signature:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments (if applicable):

Major’s Office Approval: I have reviewed the above Capstone request and it meets the standards of the Biology Major’s Capstone Requirements.

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date sent to CALS : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments (if applicable):