

# CAPSTONE SUBSTITUTION APPLICATION FORM



Every student must take a GE capstone course that 1) integrates the different areas and disciplinary perspectives of a pathway, and 2) challenges students to synthesize and create new approaches or solutions to specific issues within the pathway. Capstones are writing intensive and must also integrate oral and written presentations of student work. Degree programs that offer major capstones that integrate different approaches, challenge students to synthesize information, and are writing intensive may, upon an approval process through CAB, count for the capstone requirement. Students then take three upper-division courses within a pathway without having to take an additional capstone course.

**Date Submitted:**

**Department:**

**Proposed Capstone Substitution:**

| Course Number and title | Course Description (from catalog) |
|-------------------------|-----------------------------------|
|                         |                                   |

Please attach a **syllabus** and a detailed **rationale**. If details of the writing assignments are not directly included in the syllabus, they should be attached as well. The rationale must address the following:

1. Explain how the course content integrates a variety of areas within the discipline and synthesizes information.
2. Explain how the course includes a substantial writing component. These courses must have writing assignments in which students have the opportunity to improve their writing through an iterative process such as multiple drafts, sequential writing assignments, constructive feedback and discipline-appropriate pedagogy.
3. Explain how the course includes an oral communication component.
4. All capstone substitution courses must adhere to the GE WI enrollment cap of 30 students per section. In the rationale, list the recent past enrollments in each course section, and either:
  - a. State that the enrollments will be kept to a cap of 30 (or below), or
  - b. Since “alternative classroom structures with larger enrollments . . . may be approved after careful consideration by CAB”, if the enrollment cap is to be over 30 students, explain the alternative classroom structure that will allow for effective writing instruction to occur.

Be specific: refer to items in the syllabus and/or writing assignments as evidence to justify the claims in the rationale.

*If approved, Capstone Substitutions will be valid for five years and then reconsidered at that time.*

The proposed Capstone Substitution has been reviewed by the Department Curriculum Committee:

\_\_\_\_\_  
Chair, Dept. Curriculum Committee                      (print name)                      \_\_\_\_\_  
Date

\_\_\_\_\_  
Department Chair                      (print name)                      \_\_\_\_\_  
Date

|                     |               |       |
|---------------------|---------------|-------|
| <b>CAB USE only</b> | _____         | _____ |
| Approved            | Chair, GE CAB | Date  |

**Submit completed application to Curriculum Services, SSC 460, Zip 128, or [nsgay@csuchico.edu](mailto:nsgay@csuchico.edu)**