

Capstone or Thesis Proposal Form PH 9020 Integrated Learning Experience

MPH required dates for Capstone or Thesis Submission:	
Beginning of semester	Submit Culminating Experience Proposal Form.
4 weeks before classes end	Student must submit first draft to Committee for review.
2 weeks before classes end	Committee returns to student for final reviews.
1 week before classes end	Student must submit final documents and grading rubric to Primary Advisor and Committee Chair for final evaluation and grading.
Capstone Presentation Seminar Day (always on last day of classes prior to exam week)	Student must attend seminar, give presentation and upload slides, final Culminating Experience paper, and completing grading rubric with signatures to CANVAS. The signed Capstone rubric indicates to the Program that all requirements have been met.
Last day of semester	Student must submit a hard copy of their Culminating Experience paper with signature page to course instructor.

- Each Culminating Experience Advisor and Committee may have deadlines that they set and communicate to students. These dates may precede those outlined above, but should not be later. It is the student's responsibility to ensure that no additional deadlines apply.
- If no additional requirements are communicated to the student by the Committee, the student should comply with those outlined above.
- It is the student's responsibility to know:
 - The [UC Office of the Registrar Dates & Deadlines Calendar](#) for the semester they are completing this course.
 - All [Graduation Deadlines](#)
 - UC Graduate School [Thesis Formatting Guidelines](#)
- Students are required to submit a copy of their Capstone or Thesis Proposal Form as a PDF file in CANVAS.
- **Failure to submit required forms will result in an "I" grade (Incomplete).** Paper forms will not be accepted. Forms must be submitted in CANVAS by the deadline stated in CANVAS.
- **Any questions or concerns should be sent to Professor Charles Doarn, doarnc@ucmail.uc.edu.**

Choose Project:

- Capstone
 Thesis

Student Name: _____ Date: _____

UC E-mail: _____ UC M#: _____

Concentration: _____ Semester/Year: _____

Draft Submission Date (MM/DD/YYYY): _____

Anticipated Final Submission Date (MM/DD/YYYY): _____

MPH Start Term Date (Sem. YYYY): _____

Anticipated Graduation Date (Sem. YYYY): _____

Capstone/Thesis Advising and Mentorship

- All students will be evaluated by two committee members indicated as Reader #1 and #2: The *Committee Chair* and the *Primary Advisor*.
- If the Committee Chair and the Primary Advisor are the same person, a second Committee Member will complete the evaluation.
- *Check the box to indicate Committee Member (CE Reader) who will serve as your primary advisor for your Culminating Experience project.

Committee Chair (Reader #1)

Name: _____ **Position:** _____

E-mail: _____ **Affiliation:** _____

Primary Advisor:

Yes

No

Committee Member (Reader #2)

Name: _____ **Position:** _____

E-mail: _____ **Affiliation:** _____

Primary Advisor:

Yes

No

Additional Committee Member

Name: _____ **Position:** _____

E-mail: _____ **Affiliation:** _____

Additional Committee Member

Name: _____ **Position:** _____

E-mail: _____ **Affiliation:** _____

Culminating Experience Project

Title of Capstone/Thesis

Overview of Topic including Objectives:

List of MPH core competencies and MPH concentration competencies to be addressed. Describe specifically how you will integrate each competency through your Capstone/Thesis project objectives. The final product must contain a conclusion that includes an assessment of how the student integrated at least 3 MPH core competencies and 5 MPH concentration competencies.

Describe the deliverables of your project (what do you expect to produce?):

Timeline for completion:

Faculty Approval

Review and approval of your Primary Advisor, Committee Chair and Member(s) is required before submission. The signature (electronic or hard copy) from your Primary Advisor (as identified on Page 2) signifies this approval.

Signature of the Primary Advisor certifies that this Capstone/Thesis proposal has been reviewed and approved by all members of the Committee

Primary Advisory Signature: _____ **Date:** _____