

**Honors Capstone Project -- Faculty Approval of Project**

*\*Portions to be completed by the project advisor AND student—Incomplete forms will not be accepted. This form is to be submitted together with the Capstone Project.*

Student Name

\_\_\_\_\_

Advisor Name

\_\_\_\_\_

Student ID#

\_\_\_\_\_

Department

\_\_\_\_\_

Email

\_\_\_\_\_

Email

\_\_\_\_\_

**Advisor Topic Approval Area**

Advisor Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Honors Program Capstone Advisor Roles and Responsibilities:

Agreeing to be an advisor for a student's Honors Program Capstone Project means agreeing to the following responsibilities:

- Help the student(s) define a suitable and focused project based on the given topic.
- Approve the project form
- Meet with the student(s) periodically, as needed, to review their progress. The student(s) shall assume the responsibility for driving the project with his/her/their own initiative and independence.
- Offer suggestions, direction, and be available to answer questions.
- Sign off on the final copy of their paper.

**Student Signature**

\_\_\_\_\_

**Date**

\_\_\_\_\_

***By signing, I verify that this project has been completed with integrity meeting the standards and expectations of my faculty advisor and the De Anza Honors Program.***

## **Frequently Asked Questions about your Honors Capstone Project**

### **What is the Honors Capstone Project?**

--It is an opportunity to display your maturity and academic excellence. You are recommended to apply academic as well as other life experiences.

--You are encouraged to engage in original research and display your creative endeavor.

--You will be advised by an experienced faculty member.

### **What steps are necessary to complete my Honors Capstone Project?**

There are 6 necessary steps to completing your project:

- Develop an idea based on the theme provided in your preferred major.
- Choose an appropriate advisor who can be a mentor.
- Define your project and obtain your advisor's approval.
- Establish goals, tasks, and milestones to ensure steady progress.
- By Spring Quarter, complete your Honors Capstone Project.
- Submit your completed project together with the advisor topic approval and student evaluation forms to the Honors Program office (completed forms must be received at the same time). Group projects must be accompanied by multimedia presentations.

Please note that there may be more steps necessary for your project.

### **Student Self-Evaluation Form ( to be filled out at the conclusion of the project and submitted along with Project to Honor's coordinator)**

Please comment on the significance of this experience and project for your academic or professional development.