

**DEPARTMENT OF PSYCHOLOGICAL SCIENCE  
CAPSTONE SUBSTITUTION REQUEST  
FINAL FORM**

**Student Information:**

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

Name: \_\_\_\_\_

KSU ID#: \_\_\_\_\_

Phone Number: \_\_\_\_\_ KSU GPA \_\_\_\_\_ KSU NetID: \_\_\_\_\_

<b>DEADLINES</b>			
<b>Final Copy*</b>			

\*If you are graduating in the semester that you complete your Senior Capstone Experience, you must submit this form **by the last day of final exams** for the semester enrolled in either HON 4499 or ISD 3398 (under the Diversity & Community Engagement Certificate program).

**Senior Capstone Substitution Policy:**

Psychology majors must complete a Senior Capstone Experience as a part of their degree requirements. This requirement may be met through the approved substitution of one of the following courses:

- HON 4499: Honors Senior Capstone Project
- ISD 3398: Interdisciplinary Studies Internship (under the Diversity & Community Engagement Certificate program)

The prerequisites for all Senior Capstone Experience options consist of the following:

- For Fall 2019-Fall 2025 Catalog Years:
  - Complete PSYC 4100 with a "C" or better – must be completed before capstone course (cannot be completed concurrently with capstone)
  - Complete one course from each of the four areas with a "C" or better. (Only one of the four area courses may be completed concurrently)
- For Fall 2026 to Current Catalog Years:
  - Complete PSYC 4100 with a "C" or better – must be completed before capstone course (cannot be completed concurrently with capstone)
  - Complete PSYC 4410 or PSYC 4415 or PSYC 4345 or PSYC 4455 with a "C" or better
  - Senior standing (90+ credit hours)

In order to meet the Senior Capstone Experience requirement through substitution, the following conditions must be met and completed satisfactorily. Failure to do so will result in denial of the course substitution.

**HON 4499 – Honors Senior Capstone Project (3 credit hours)**

- 1) Complete the Honors Capstone Experience Sequence (HON 4497 & 4499) under direct supervision of a full-time PSYC faculty member
  - produce a substantive, integrative, written product (i.e., the honors thesis)
  - deliver an oral presentation of the work to an appropriate audience
  - earn a grade of "C" or above
- 2) Student and supervisor complete the relevant portions of this form by the due dates\*

**ISD 3398 – Interdisciplinary Studies Internship (3 credit hours)**

- 1) ***Must be for completion of the Diversity & Community Engagement Certificate program***
- 2) Approval by PSYC department Chair and internship coordinator

- 3) Complete hours at an approved internship site with direct supervision of a full-time ISD faculty member
- produce a substantive, integrative, written product
  - deliver an oral presentation of the work to an appropriate audience
  - earn a grade of "C" or above
- 4) Student and supervisor complete the relevant portions of this form by the due dates\*

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**Substitution Request Information:**

Student Name: \_\_\_\_\_

Graduation Term and Year: \_\_\_\_\_

Term and Year Course Was Completed: \_\_\_\_\_

Course Seeking to Substitute: \_\_\_\_\_

Project Description/Title (HON 4499):

Internship Site (ISD 3398):

Student Signature: \_\_\_\_\_

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

**Supervisor Section:**

Supervisor Name: \_\_\_\_\_

Did the student satisfactorily complete a substantive, integrative, written product for this project?

Did the student give an oral presentation of the project to an appropriate audience?

Supervisor Signature: \_\_\_\_\_

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

**FOR DEPARTMENT OFFICE USE ONLY**

Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Is this request approved? \_\_\_\_ Yes \_\_\_\_ No

Departmental Signature: \_\_\_\_\_

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