University of North Dakota

Application for Essential Studies Status as a Capstone Course

The ESC receives validation requests at any time and will normally act on them within 60 days. Once approved, newly validated courses will appear on the list of Approved Essential Studies Courses by June.

1. Department and Course Number: ____________________________________________

2. Course Title: _______________________________________________________________

3. Credit Hours: ________

4. Is this [ ] A new course? [ ] An existing course not on the ES list?

5. What ES goals is this course designed to meet? All ES capstone courses are required to thoroughly address two ES program goals. You should choose the two goals that will be most emphasized in the course. Please see the ES Program Goals for a more thorough description of each goal.

[ ] Goal #1 Thinking and Reasoning

Students should be able to use a variety of thinking and reasoning skills, apply these skills as appropriate in various situations, and move among them depending on purpose.

- critical thinking
- quantitative reasoning
- creative thinking

[ ] Goal #2 Communication

Students should be able to write and speak in civic, academic, and professional settings with a sense of purpose and audience.

- written communication
- oral communication

[ ] Goal #3 Information Literacy

Students should be able to access and evaluate information for effective, efficient, and ethical use in a variety of contexts.

[ ] Goal #4 Diversity

Students should be able to demonstrate understanding of social-cultural diversity and use that understanding to address issues, solve problems, and shape civic, personal, and professional behavior.

6. Explain, in detail, how the course under consideration will meet the chosen ES goals. You should address each of the following points when giving your explanation:

- How will course goals align with the ES goals?
- How will the course activities (use of in-class time) align with the ES goals?
- How will the graded activities align with the ES goals?

7. Please include an assessment plan that will demonstrate how well students are meeting the ES goals specified above. Your assessment plan must include both indirect and direct assessment measures. If this course will be taught by multiple instructors, then your assessment plan must describe how you will obtain assessment data that is representative of the course as a whole.

8. If not already addressed in your response to #6 above, please explain, in detail, how the course under consideration will meet the criteria for a capstone course. You should be sure to thoroughly address the criteria outlined in the ES Capstone Criteria document.
9. Will this course also be an advanced communication course? If so, and if not already addressed in your response to #6 and #8 above, please explain, in detail, how the course under consideration meets the criteria for an advanced communication course. You should be sure to thoroughly address the criteria outlined in the **ES Advanced Communication Criteria** document.

10. Actual (or proposed) course catalog description:

11. Please attach a complete syllabus for the course. The syllabus *must* include the ES goals that the course is designed to meet along with a brief statement describing how those goals will be met. The syllabus must also include the information described in the **ES Advanced Communication Criteria** document (if an advanced communication course) and in the **ES Capstone Criteria** document.

12. Submit the original, plus sixteen copies (including copies of the syllabus), to Sharon Bruggeman, Registrar’s Office, Stop 8382.

**Signatures**

Department submitted by:

____________________________________________________________

Faculty Member Responsible for Course (if other than Chair):

____________________________________________________________

Department Chair Signature: ___________________________________ Date: ________________

College: ____________________________________________________

____________________________________________________________

College Dean Signature: _______________________________________ Date: ________________

**Essential Studies Requirements Committee Action**

[ ] Approved [ ] Approved Provisionally (see memo) [ ] Not Approved

Committee Signature: ________________________________________ Date: ________________

Registrar’s Office
Signature: ___________________________________________________ Date: ________________

Returned to (Dept.): _________________________________________ Date: ________________