



College of Public Service

UNIVERSITY OF COLORADO **COLORADO SPRINGS**

CAPSTONE CHECKLIST

The Capstone Seminar is taken during the last semester of the student's degree program and after all core courses are completed with a B- or better. This checklist must be completed before you are issued a permission number to register for the course. Please email the completed checklist to cps@uccs.edu for review and permission number no later than the first day of the UCCS final period prior to the semester you plan to take the Capstone.

Student Name:

Student ID:

Degree Program:

Date CITI Training Completed:

Date Participated in Capstone Orientation (either virtually, in person, or if you can't make either of these dates, one-on-one with the Capstone instructor):

Partner agency:

Third Reader Name and Email Address, i.e., partner agency contact:

Capstone topic:

Second reader name, i.e., faculty subject matter expert:

Second reader signature:

How will you primarily participate in the Capstone Seminar: Online In-Person

Student Signature:

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Degree audit completed:

Capstone Instructor approval:

Permission number issued:

Completed Capstone Checklist provided to the student, capstone instructor, program director, & faculty advisor: