Implementation Form – Capstone Certificates
International Politics and Practice Capstone Certificate

This form must accompany a certificate proposal. It is used by administrative offices to better assist departments and programs with implementation.

Name of Capstone Certificate: International Politics and Practice
Faculty Program Director: Jon Pevehouse, Prof of Political Science
Primary Faculty/Staff Contact: Jon Pevehouse, Prof of Political Science
Home Department/Academic Unit (Name/UDDS): Political Science / A4872

Approval Date: ______________
School/College: College of Letters and Science
Approval Date: April 16, 2013
GFEC Approval Date: May 10, 2013
UAPC Approval Date: May 9, 2013
Implementation Term (typically the fall term after UAPC approval): Fall 2013
Year that first program review is scheduled (usually 5 years after implementation): 2018-19

Plan Code (assigned by the Registrar’s Office):
Plan Descr (assigned by the Registrar’s Office):
CIP Code (assigned by Academic Planning and Analysis): 45.1001

Curriculum:
_____X_____Included in detail in the proposal
______A list of required and elective courses is attached

Credit total required: 13 hours
Confirm that all credits required to be taken in residence at UW-Madison: Yes  No
Confirm that all core/required courses are approved through Divisional Committee: Yes  No
Confirm that courses in curriculum are offered on a regular basis and have space for students in this program: Yes  No

Projected enrollment: 25 students per cohort (annually); total 45-50 students at any one time.

Confirm that a minimum of 9-12 courses are numbered 300 or above Yes  No
Confirm that courses taken as pass/fail or audit are not allowed Yes  No
Confirm that special topics courses are only used if all instances count for the certificate: Yes  No
Will you use the typical minimum GPA requirement of 3.0 for all course work for the certificate? Yes No
If no, specify other requirements:

Will exceptions to requirements be allowed? Yes No
If yes, specify limits and process:
The only exception we plan to allow will be concerning course sequencing. We plan to allow those students who have taken some courses in the certificate already (but less than 50%) to not take the gateway (PS 700) course first, as we will require all new students in the program.

Confirm that the department/program understands that the Capstone is open to only non-degree seeking Special Students who hold a bachelor’s degree. Yes No

Confirm that the department/program understands that DARS is the document of record for Capstone certificates and that the department/program must coordinate with the Registrar’s Office, who will be the unit that is the DARS encoder for all Capstone programs. Yes No

Confirm that the department/program has a process in place to monitor student progress and to notify the Registrar’s Office when students complete the certificate requirements. Yes No

Specify overlap provisions – name degree/major or certificate programs that a student may have previously earned that disqualify them from being admitted to the Capstone. NONE.

Assessment plan – confirm that the proposal includes a plan that describes how the faculty will regularly evaluate student learning. Yes No