

First Name:**Last Name:****Email:****HUID:****College Year:****Concentration:****Proposed Capstone for the Secondary Field in Educational Studies**

- In a separate MS Word file, please share a summary of the proposal not to exceed 500 words.
- Include the what, why, how, and when with a clear rationale.
- The Capstone Agreement Form must be submitted for approval before you begin the project. Capstone projects cannot be approved retrospectively. Obtain supervisor approval before sending this form to the Ed Secondary Acting Faculty Director Liao Cheng.
- When you decide on a capstone project, please complete the Capstone Agreement Form all the way through the Proposal Approval section.
- Once you have completed your proposal and obtained an approval signature from your supervisor, please send your Capstone Agreement Form along with any applicable attachments to Liao Cheng, Lecturer of Education and the Acting Faculty Director of the Secondary Field in Educational Studies (liao_cheng@gse.harvard.edu), and copy the Program Administrator of the Secondary Field in Educational Studies (ed_secondary@gse.harvard.edu).

Expected Capstone Completion Date:**Student Signature:****Date:****Proposal Approval:****Proposal Status (Supervisor):**☐

Approved

☐

Not Approved

Supervisor Signature:**Date:****Proposal Status (Director):**☐

Approved

☐

Not Approved

Director Signature:**Date:****Completion Approval:****Capstone Status (Supervisor):**☐

Complete

☐

Incomplete

Supervisor Signature:**Date:****Capstone Status (Director):**☐

Complete

☐

Incomplete

Director Signature:**Date:**