Instructions for Capstone Integrative Project Application

All PSYC majors interested in completing the Capstone Integrative Project (PSYC 4500) must complete and submit the Capstone Integrative Project Application. Interested majors must meet the prerequisites for the capstone experience. All internship applications require approval of the course instructor and a department chair.

Please be mindful of the application deadlines which can be found listed at the top of the application and on the Important Dates & Deadlines document. No applications will be accepted after the application deadline.

The prerequisites for the Capstone Integrative Project are as follows:

- o Pre-2019 Catalog Year
    - ▪ Psychology major
    - ▪ Complete PSYC 2300 or PSYC 2500 with a "C" or better
    - ▪ Complete PSYC 3301 or PSYC 3000 with a "C" or better
    - ▪ Complete one course from each of the five psychology curriculum areas with a "C" or better (and ONE of the five areas may be taken concurrently with PSYC 4498)
- o 2019-Current Catalog Year
    - ▪ Psychology major
    - ▪ Complete PSYC 4100 with a "C" or better
    - ▪ Complete one course from each of the four psychology curriculum areas with a "C" or better (and ONE of the four areas may be taken concurrently with PSYC 4498)

When students click on the link for the internship application, it will ask for the student's name and KSU email address.

Information for Page 1:

Fill out the required information fields as directed. Students will need to input their KSU GPA and their PSYC GPA in this area.
- The KSU GPA can be found on the DegreeWorks page in Owl Express.
- Students can use a GPA calculator to determine their PSYC GPA using any course that starts with the PSYC prefix within their major requirements area in DegreeWorks.

Information for Page 2:

Fill out the required information fields as directed and any optional fields as applicable.

Once the student has completed their portion of the application and added their signature in DocuSign, the application will automatically route to the department for review. Students will receive notification via their student email regarding the decision of the instructor and department chair.

If students have any questions about this process, please contact the Department of Psychological Science at psychology@kennesaw.edu.

An example of this form can be found on the following pages.

DEPARTMENT OF PSYCHOLOGICAL SCIENCE

PSYC 4500 – CAPSTONE INTEGRATIVE PROJECT APPLICATION

Instructions:

Please submit this application to the Department via DocuSign by the appropriate deadline. Review and processing of capstone integrated project applications generally takes 5-10 business days. Upon approval, you will be notified via KSU email with registration instructions.

Deadlines	Spring 2024	Summer 2024	Fall 2024
	October 2, 2023	Not offered	February 26, 2024

PSYC 4500 Requirements:
- psychology major
- minimum institutional GPA of 3.00; this requirement may be waived at the discretion of the instructor if the student has a PSYC GPA above 3.00
- complete PSYC 4100 with "C" or better
- complete one course from each of the four psychology curriculum areas with "C" or better (any ONE of the four areas can be taken concurrently with PSYC 4500)
- instructor and department chair approval

Student & Course Information:

Date Submitted: _____

Name: _____

KSU ID#: _____

Phone Number: _____

KSU NetID: _____

Institutional GPA: _____ PSYC GPA: _____

Term Requested: ___ Fall ___ Spring

Signature:

Student: _____   Date: _____

FOR DEPARTMENT OFFICE USE ONLY
Date Received: _____   Reviewed By: _____

1) Briefly describe your interest in taking this course.

2) Briefly describe any previous research experiences or applied experiences in psychology you have had, including any coursework that you deem relevant.

3) What are your current career plans?

4) How might this course align with your current career plans?

5) Please provide any additional information that you believe is important to your application.