**Capstone Experience/Thesis**

**CE/T of the Year Nomination**

Eligible students should complete the following form and then submit it to their faculty advisor. Once the advisor has written the letter of support, the advisor should submit the application to Dr. Christopher J. Keller at the Honors College. All students must have defended and submitted the final electronic copy to cet.advisor@wku.edu.

**Dr. Keller must receive all letters of nomination by** **Wednesday of the last week of classes**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Student: |  |  |  |  |
|  | *Last* | *First* | *Middle* | *Major* |  |
| Defense Date: |  |  |  |
| Final CE/T Title: |  |
| Name of Advisor |  |

* I have submitted the final version of my thesis to cet.advisor@wku.edu
* I waive my right to access information in this nomination.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Faculty Nomination Guidelines**

Only students whose CE/T projects earned the “Pass with Distinction” designation will be considered for this award. Projects that receive this distinction are clearly superior in every way. This designation is granted only to those candidates whose performance is superior and distinctive in all areas and if the draft presented at the defense requires only minimal revision. Additional guidelines that might be helpful are:

* The student’s performance at the defense is clearly outstanding;
* The student showed extraordinary initiative and originality during the project;
* The CE/T is publishable, in part or whole (depending on the traditions of the disciplinary press) or deemed competitive in juried forums appropriate to field; and
* The CE/T is comparable to competent graduate work at the masters-level.

Please attach a letter explaining how your student’s project meets these criteria. You might also describe/evaluate the student’s performance in the following areas:

* Scholarly/intellectual/creative merit;
* Quality and style of writing and/or any additional work presented (as appropriate to discipline); and
* Quality of the defense/presentation.

As you write your letter, it might be helpful to review the Evaluation Rubric attached. This can also be found on pages 38 – 41 of our CE/T Handbook.

<http://www.wku.edu/honors/documents/cet_handbook_11_12-1.pdf>

Please note: This is an interdisciplinary evaluation. Your letter of support should speak to faculty across disciplines. Also, quotes from the letter may be used for recruiting, development and/or sponsorship purposes.