**MINOR IN TRANSLATION STUDIES**

**Checklist for Capstone Project**

Students pursuing the undergraduate Minor in Translation Studies have two options to receive credit for the capstone project. The first option is to register for COMPLIT 495 (Senior Seminar in Comparative Literature, offered only in the fall semester). As a student in this class, you will have an opportunity to develop and complete your capstone translation project, in regular consultation with the faculty member teaching the course.

The second option is to design and complete your capstone project as an independent study, either in the fall or winter term (registration for spring/summer term only in special circumstances). You may register for COMPLIT 498 (Independent Study with the faculty member serving as Translation Studies Advisor), or you may propose an independent study with another faculty member who has agreed to supervise the project.

To do the capstone as Independent Study you will need to complete the following steps.

* At least one semester before you start your capstone project, meet with the faculty member serving as Translation Studies Advisor, to discuss your plans for a preliminary proposal.

* Fill out the form for **Preliminary Proposal for Capstone Project**, with signature from the Translation Studies Advisor (and, where relevant, signature of a faculty member who has agreed to supervise the project).

* Deliver the signed **Preliminary Proposal for Capstone Project** from via email to the Translation Advisor and the Student Services Coordinator (complit.student.services@umich.edu), and request a permission to enroll in the appropriate independent study section.

* At least one week before the semester begins, register for COMPLIT 498 (or other Independent Study number).

* During the first week of the semester, meet with the faculty member supervising your project to discuss a schedule for regular meetings and a timeline for completing the steps of the project.

* No later than week 6 of the semester, complete the form for **Progress Report for Capstone Project,** and email to the Translation Advisor and the Student Services Coordinator (complit.student.services@umich.edu).

* No later than the last day of the semester, when you have completed your capstone project and received final approval from the faculty member supervising the project, complete the form for **Summary of Capstone Project**. Please email your summary and final project to the Translation Advisor and the Student Services Coordinator (complit.student.services@umich.edu).