

2023-2024 Capstone Project Procedure Schedule

Procedure	Schedule		Remarks
	for Students Expecting Graduation		
	in September 2023	in March 2024	
Submission of Capstone Project Plan	November 25, 2022	May 19, 2023	Student submits plan to the school office by the form of electronic data.
Review for Capstone Project Plan*1	Early December, 2022	Early June, 2023	Reviewed by the English Language Degree Program Steering Committee
Re-Submission of Capstone Project Plan(1st)	January 11, 2023	July 7, 2023	*Only for students who have been asked to re-submit their plan.
Review for Revised Capstone Project Plan	Mid-January, 2023	Mid-July, 2023	Reviewed by the English Language Degree Program Steering Committee
Re-Submission of Capstone Project Plan(2nd)	January 27, 2023	July 24, 2023	*Only for students who have been asked to re-submit their plan.
Review for Revised Capstone Project Plan	February, 2023	August, 2023	Reviewed by the English Language Degree Program Steering Committee
Registration for Capstone Project	April 2023	September 2023	Registration of this course will be done automatically.
Deadline for "Capstone Project" Change Request*2	April 14, 2023	October 13, 2023	New Capstone Project Plan is needed.
Submission of Capstone Project	June 12, 2023	December 11, 2023	Student submits Assignment to the Seminar advisor by the form of electronic data.
Period for Feedback*3	June 14, 2023 - July 3, 2023	December 13, 2023 - January 5, 2024	
Deadline for Re-submission of Capstone Project	July 14, 2023	January 15, 2024	*Only for students who have been asked to re-submit their assignment.
Announcement of Results*4	Late-August, 2023	Early-March, 2024	
Submission of the final version	September 15, 2023	March 15, 2024	Students are allowed to submit the final version of the deliverables which have been amended for the publication to the Seminar advisor by the form of electronic data.
Release date of the deliverables	Late-October, 2023	Late-April, 2024	The deliverables of Capstone Projects (thesis, project reports) will be made public in the School of Social Sciences.

(Notes) 1) Capstone Project Plan for students who choose Project will be reviewed by the English Language Degree Program Steering Committee to determine if the activity is worthy of credit. If it is not approved, it will be returned to the student with suggestions for revision and it must be revised by the next meeting of the Committee. Resubmissions are allowed up to two times, but if it is not approved on the second attempt, it will be submitted during the submission period of the following semester.

2) If there are any changes to the assignment Thesis or Project after the approval of the "Capstone Project Plan," they will be discussed at the English Language Degree Program Steering Committee. Requests for changes must be submitted at least two months prior to the submission of the proposal.

3) A Capstone Project Hearing may be scheduled if deemed necessary.

4) Announcement of Results will be posted on the same day and in the same manner as Announcement of Semester Grade Results.