

IMPORTANT CHANGES TO THE MED COURSE-BASED PROGRAM

THE COURSE-BASED MASTER'S CAPPING EXERCISE (EDPS 900 *3)

The Educational Policy Studies Capping Exercise (EDPS 900) is a *3 CR/N course. Although capping exercises may involve various scholarly pursuits, all are governed by the following considerations:

1. The purposes of the capping exercise are:
 - to demonstrate skills of inquiry, reflection, and critique
 - to reflect on learning from the graduate experience
2. The capping exercise is a research inquiry that may fall into one of the following categories:
 - analysis of a work-based problem
 - critical literature review
 - scholarly paper
 - development of professional or organizational resources
 - evaluation of a program and/or policy
3. The capping exercise is to be an original, individually-produced product distinct from the products of other courses completed in a student's graduate program.

GUIDELINES FOR THE PREPARATION OF THE CAPPING EXERCISE

The scope and magnitude of the capping exercise, as well as the effort and time required of the student, will be the same as expected in 3-credit graduate-level course.

- I. When the product is a written document, the following guidelines apply and should be discussed with the instructor:
 - a. the document should be approximately 5000 words in length (excluding references and appendices), prepared as double-spaced text using Times New Roman (12 pitch) font or equivalent.
 - b. the preliminary pages of the document will include a title page, a release page, a signature page, an abstract, and a table of contents (see copies of the release and signature pages in the Forms Cabinet on the Department Website).
 - c. the document will follow appropriate academic format and style, include references, and comply with A.P.A. guidelines.
- II. Students are required to submit one copy of the paper to the instructor which will be submitted to the office and placed in a binder. The binder will be placed in the Department's Resource Centre for future reference.

