



Department of  
Humanities and Arts

**PROPOSAL FOR A MINOR IN**  
**Writing and Rhetoric**  
(Humanities and Arts Discipline)

**Student Name:**

**E-mail Address:**

**Class:**

**Term of Proposed Capstone:**

**Proposed Capstone Advisor:**

**Describe Inquiry Seminar Topic and Term Completed:**

**Required Courses for the Minor:**

Please indicate dates you completed the two required courses (3112, 3111); then list three other writing electives (see catalogue for choices) and terms you completed them. If you double-counted any courses toward the Inquiry Seminar requirement, please indicate that in the last column. You may only double-count three courses (1 unit) in that way.

Course number	Course Title	Term Completed	Double counted for Inq Sem? y/n
RH 3112	Rhetorical Theory		
RH 3111	The Study of Writing		

**Proposal:**

Attach a *1-page* proposal describing your capstone idea. Be sure to discuss:

- the task/s, problem/s or research question/s you will address in your capstone project;
- how you became interested in this topic and whether and how the project will draw on your Inquiry Seminar experience and/or previous rhetoric or writing courses;

- the kind of “deliverable” you will turn in at the close of your project (e.g., a personal essay , a formal research paper, a portfolio of short writing samples, a website, a series of articles, a multimedia portfolio , etc.); and

- the materials, methods, and tools you will draw on to complete your project (e.g., specific kind of books or references, articles, transcripts, interview data, recordings, field notes, concepts, etc.).

Note: Please discuss your idea with the faculty member who has agreed to advise your capstone *before* writing this proposal. Submit this form and your proposal to: Writing Minor, Program Review Committee, c/o Lorraine Higgins - ldh@wpi.edu, Department of Humanities and Arts. It often takes several weeks for the committee to read and approve proposals, and some students may be asked to revise and resubmit the proposal based on the committee’s suggestions. You must have your proposal approved the term *before* you begin the capstone.

Once your proposal is approved, you may obtain and fill out an ISP registration form for the capstone from the registrar. Have your capstone advisor sign the form and return it to the registrar before the start of the term.

### **Overview of Forms and Timelines**

Minor declaration form – Fill this out early so we know you plan to minor (we suggest by sophomore year).

Minor proposal form—Fill this out the term *before* you will complete your capstone, and give it to Professor Higgins. THIS MUST BE APPROVED before you register for the capstone. We recommend you do your capstone by C term of your senior year.

ISP registration- Once your proposal is approved, use this to register for the ISP capstone. Your capstone advisor should sign the form.

Minor completion form- Once you complete the capstone, let professor Higgins know. She will contact your advisor to make sure you have earned a C or better, and once that is confirmed, she will submit the form to the registrar to show you have completed all the work for the minor.

NOTE TO SENIORS: Seniors must turn in the minor completion form the C term before graduation. If the coursework and/or capstone are still in progress, mark them as such on the form, and the registrar will hold the form until the work is done in D term.