WINTER TERM INDIVIDUAL PROJECT PROPOSAL

To be completed by student. Submit this form to your Sponsor for approval. Once approved, the proposal, including the attachment, constitutes an agreement between the student and the sponsor for the project.

Please complete the following information. Once your proposal is approved, you will need to register for the WT project by picking up the form at the Office of the Registrar, ask your project sponsor to sign it, and bring it to the Office of the Registrar by Friday, December 2.

Name_______________________________________________

OCMR ________ Phone _________________ Major_________________________ Class Year 1 2 3 4 5

PROJECT TITLE___________________________________________

Abbreviation to 30 characters maximum may be worked out below (for transcript):

________________________________________________________

Winter Term Project: ___ Full Project (5-6 hrs/weekday) ___ Half Project (3 hrs/weekday)

Project Sponsor ____________________________ Department ______________________

Project Location: ☐ On Campus ☐ Off Campus: Location________________________

Please type your proposal and attach it to this form. Proposal should include the following:

1. educational goals of the project;
2. what the project entails;
3. who will be working on it in addition to the proposer (if applicable);
4. what the end product will be;
5. what the report will include.

If additional specifications are given by your sponsor, these should also be added to your proposal.

NOTE: To receive credit, you must provide a report to your Sponsor, in a form agreed upon between you, by Friday, February 3, 2017.

Student’s Signature ____________________________ Date _____________

To be completed by Sponsor:

SPONSOR: If you approve this project, please do the following: (1) Check to make sure the appropriate facilities and equipment approvals have been obtained; (2) Retain this form for future reference; (3) Sign the student's WT registration card; and (4) Fill in your sponsor number on the card (listed on the Winter Term website at new.oberlin.edu/office/winter-term). Note: Grades must be submitted on Presto by Monday, February 13, 2017.

Sponsor’s Signature ____________________________ Date _____________