

# **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.

