

Instructions for Statement of Completion of Emphasis UCLA Department of Ethnomusicology

The statement of completion is essentially a kind of roadmap that you are creating, in order to assure your advisors and the department that you have a good grasp on what steps you need to take in order to complete the capstone project for your emphasis.

Below are the key elements for your statement.

1. Begin with a statement of purpose introducing your project, explaining why you want to do it, and why you are qualified to do it (for example, long term interest in area, strong grades in courses with significant research and writing components, advanced level performance skills in a particular instrumental or vocal tradition).
2. Next, describe your capstone project in greater detail.
3. Provide a timeline for completion. Remember, if you do not complete the project, then you may not graduate under the terms of the emphasis. This means you should make sure your project is reasonable in difficulty and scope. Your emphasis advisor is here to help you with this aspect of your plans.

Make sure to attach the cover sheet with appropriate signatures to your statement of completion, and turn it in to the Director of Undergraduate Studies.

DO NOT SLIDE IT UNDER THE DIRECTOR'S OFFICE DOOR: Either turn it in directly or have it placed in their mailbox.