

Guidelines for Sponsors of Capstone Senior Design Projects at VCU College of Engineering (COE)

Background:

All undergraduate students from across the VCU College of Engineering work in teams over the fall and spring semesters of their senior year to design, build, and test prototypes.

This experience is strengthened by the students' exposure to topics related to: theoretical background, design and development, regulatory, manufacturing, finance, product development, and marketing presented by experts from industry and academia.

Timelines:

Students, faculty members, and industry mentors collaborate on capstone projects from August until the following May. As part of their learning experience, students must present the project scope and outcomes in a public setting.

Project support and additional considerations:

- An invoice will be sent to you for Capstone Project support. A donation of \$5,000 per accepted industry project is requested. Non-profit sponsored projects do not require a donation.
- The sponsor bears all direct expenses for projects. Industry sponsors retain ownership of all materials purchased for the project, which preferably should be acquired by the sponsor, not the university.
- Expenses for the university, VCU Health, and non-profit sponsors come from seed funds and endowments, such as Sternheimer awards. Most projects sponsored by non-profits are exempt from the donation requirement.
- Contact information for the Sponsor Mentor must be provided to the College by September 1.
- All sponsors must sign the MOU and determine if NDA or IP agreements are required.

Agreed:

Sponsor name

Sponsor Organization

Sponsor email address

Virginia Commonwealth University

College of Engineering