

FORMS WILL NOT BE ACCEPTED LATER THAN THE END OF THE FIRST WEEK OF THE SEMESTER

Thesis Proposal Preparation

(Professor and Student: Please read the guidelines on the back of this sheet.)

_____ Semester, 20 _____

I have agreed to direct (**please circle**) 1 or 2 hours of Individual Honors Work (HONR 40096) for

_____ (I.D.# _____)
(name) Kent State I.D.

_____ (address) _____ (phone number)

(Kent State e-mail address)

who is a So. _____ Jr. _____ Sr. _____ in the College of _____

Under the guidance of the faculty advisor, the student will use these credit hours to craft a 2- page thesis proposal. The proposal will include a reading list and a working plan for the complete thesis process.

By signing this contract, the student also agrees to attend each of the following workshops/meetings during the course of the semester:

1. Library Workshop
2. Writing Center Workshop
3. In-Progress Meeting

Upon receipt of this signed contract, the thesis coordinator will provide the student with a list of the days and times of the workshops and meeting.

Signature of Student Date

Signature of Professor Date

Honors Advisor Date

Professor (**Please print full name**)

(Kent State email address)

Dean, Honors College Date

Department

Thesis Proposal Preparation Guidelines

Students planning to write a Senior Honors Thesis/Project will first be registered for this proposal preparation semester. It is assumed that at the end of this semester, the student will submit a viable thesis proposal to the dean of the Honors College. During this semester, the student and the faculty advisor will work together to narrow the thesis topic, develop methodology, craft a polished thesis proposal, and develop a reading list. The proposal should be approximately two pages long with the reading list attached.

Good thesis topics require background knowledge and should focus on interesting questions or problems that can be approached analytically – not merely descriptively. A creative project should evoke careful thinking about the work to be done in its context of tradition and practice, and it should include an essay that steps back from the work to consider it intellectually. Above all, the thesis topic must be realistic and the student must be able to complete it satisfactorily in the semesters planned.

The student will be required to attend the workshops and meetings as indicated on the front of this contract.

On the reverse side of this form, the student must receive written permission from the instructor under whose direction the work will be done. This should be the same instructor who will direct the student's thesis. This form must be returned to the Honors office for approval by the student's Honors advisor and the Dean of the Honors College. Assuming all approvals are granted, the student will be registered for one or two credit hours of HONR 40096. These will be counted among the 6-credit-hours of thesis. The student will be registered for the remaining 4 credit hours once the thesis proposal is approved by the dean.

Faculty directing this project should be sure that the nature of the work required is in keeping with the intellectual values of the Honors College. Please review the Senior Honors Thesis Handbook for expectations and details regarding the full thesis project. The Handbook, along with more detailed thesis information, can be found online at <http://www.kent.edu/honors/senior-honors-thesisproject-proposal>

IMPORTANT GRADING INFORMATION:

Since the Honors Thesis is graded as one 6-credit-hour experience, students should receive an IP – not a letter grade – for this preparation semester. Once the student completes and defends the thesis, the faculty advisor assigns the earned grade for the full 6-credit-hours using the grade change workflow.

Also, please note that the Senior Honors Thesis counts as two Honors experiences.

In the rare instance that a student chooses not to propose a thesis after working through this semester, the faculty member will assign a letter-grade for ONLY this semester work. The student will earn the credit hours of Individual Honors Work (40096) and an Honors experience, and will not be registered for the Senior Honors Thesis.

Note: Students are encouraged to discuss possible thesis projects with the faculty member as early as possible. The commitment to direct such work is the sole prerogative of the instructor in the context of his/her department and is in no way mandated by the Honors College.

Forms will not be accepted later than the end of the first week of the semester.