

Guidelines for Senior Thesis in History

The Senior Thesis Option allows a highly qualified student to complete an original research paper directed by a faculty member in a specialized topic. Students completing a senior thesis should have an advantage when applying to graduate programs in history or related studies. Students must meet eligibility requirements and will be assigned to a thesis advisor based upon the proposed topic and the course load and availability of tenured or tenure track faculty.

1. Faculty Eligibility

- Only full time tenured or tenure track faculty may direct a senior thesis.
- Faculty should have a research field and/ or publications in the proposed area of specialization.
- Individual faculty may not direct more than two senior theses in an academic year.
- Individual faculty may not serve on more than two thesis committees each academic year.

2. Student Eligibility

Students requesting approval for Senior Thesis Credit must meet the following guidelines:

- GPA in History courses of 3.75
- Overall GPA 3.5
- Completion of one Research Seminar with a grade of "A"
- Senior status
- As this course is designed as a capstone experience, students must be registered for or have completed all requirements for the major.

Key Department Policies

The thesis advisor will receive credit toward reassigned time according to the college and departmental guidelines.

Those serving on committees will receive credit toward reassigned time as 1/3 of possible credit.

Advising a thesis will be evaluated in the Annual Review process as teaching, supervision and mentoring.

3. Application for and Approval of a Senior Thesis

Students must apply using the application form on the Department website no later than **1 April for Fall semester** and no later than **1 November for Spring semester**.

Senior Thesis cannot be scheduled during the summer.

Students should discuss their proposal with their advisor and with the faculty member they hope to work with, before submitting the application. Faculty workload will impact the committee's decision.

The DFC will review the applications. If approved two additional faculty will be chosen according to major field with one additional faculty member in the broader regional or geographical field and one outside that field for committee of three. For example, if the thesis is to be written on a topic in US history, the committee will include an additional faculty member in US history and one faculty member from a non-western or European field in addition to the thesis advisor.

Once the committee has been determined and the student has met all requirements the student must submit a research prospectus before the start of the semester for approval by the committee using the form on the website.

The thesis must be completed before the last scheduled day of classes for that term.

It should be submitted by the thesis advisor to all committee members. During the final exam period the committee members will review the paper and determine if the student has met the criteria for receiving credit for a Senior Thesis. They will complete the approval form on the website.

Students completing a Senior Thesis will present their paper to the committee before final grades are due. The presentation is open to all students and faculty.

Minimum Criteria for approval:

The thesis must be based upon original research with evidence based substantially on primary sources.

The paper must include a thesis statement relevant to the major debates in the historiography of the topic.

The paper should meet minimum length requirements of at least 25 but no more than 30 pages double-spaced with one-inch margins not including notes.