

April 5, 2010

## **Philosophy 4800/6 Honours Thesis**

### **Guidelines for the Thesis Process for 2010-2011**

For a student intending to write a thesis in 2010-2011 the process is as follows:

1. Well in advance of Fall Semester, and before registering in the course, the student :
  - a. meets with Honours Advisor to have Permission Form signed.
  - b. makes arrangements for a supervisor
  - c. with supervisor arranges for a second reader from the Department

By the August meeting of the DRC which approves course outlines, the supervisor submits a Course Outline to the Chair of the DRC for DRC approval. DRC approval will be based solely upon Senate Regulations. It will identify typos and other errors for correction.

2. The Course Outline must conform to Senate Regulations and contain the following:
  - a. course description
  - b. a preliminary bibliography
  - c. explanation of how the grade will be determined
  - d. identifies supervisor and second reader in Department

Determining the grade:

20% of the grade must be assigned prior to the January withdrawal deadline.

3. By the end of the week following February Break, the supervisor will arrange for an external examiner and inform the Honours Advisor and the DRC Chair.
4. The student will submit the thesis 10 days prior to the beginning of the final examination period of the Winter Term 2011. This allows time for binding and reading by the Defense Committee.
5. The student's supervisor will arrange for the oral examination to take place before the end of the final examination period Winter Term 2011.
6. The Committee will assign a grade for the thesis and the oral defense. The Committee will also complete an evaluation form, a copy of which will be provided to the student.