



Honors College

**PROFESSOR AND STUDENT: READ THE GUIDELINES ON THE BACK**

I have agreed to direct the following of Individual Honors Work (HONR 40096):

*Semester* \_\_\_\_\_

*Credit Hours (1 or 2)* \_\_\_\_\_

**Student Information**

*Name:* \_\_\_\_\_ *Kent State ID#:* \_\_\_\_\_ *Email:* \_\_\_\_\_@kent.edu

*College:* \_\_\_\_\_ *Major:* \_\_\_\_\_ *Class:* So. Jr. Sr.

*Include a Brief Description of Intended Thesis Project (one paragraph):*

**Instructor Information**

*Instructor Name* \_\_\_\_\_

*Instructor Department* \_\_\_\_\_ *Instructor Email* \_\_\_\_\_@kent.edu

**Brief Description of Intended Project:**

Under the guidance of the faculty advisor, the student will use these credit hours to craft a 2-3-page thesis proposal, which will include a reading list and a working plan for the completion of the Senior Honors Thesis.

By signing this contract, the student also agrees to attend a mandatory In-Progress Meeting and arrange a meeting with a Research Librarian.

**Project Acknowledgement and Approvals**

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
Instructor Signature Date

\_\_\_\_\_  
Dean's Signature, Honors College Date

## Thesis Proposal Preparation Guidelines

It is assumed that this preparation semester will result in the submission of 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 an initial reading list. The proposal should be approximately two – three pages long with the attached reading list.

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.

*For the student:* The student will be required to attend a mandatory progress meeting and meet with a research librarian in his/her subject as indicated on the front of this contract.

This form serves as 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. The student will be registered for one or two credit hours of HONR 40096, which will be included in the total thesis hours, providing the student submits a thesis proposal.

*For the instructor:* 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 [www.kent.edu/honors/thesis](http://www.kent.edu/honors/thesis).

Because the Honors Thesis is graded as one multi-credit-hour experience, students should receive an IP – In Progress, not a letter grade, for this preparation semester. A grade is not assigned until the student has successfully completed and defended the thesis. The instructor will assign the earned grade for each semester of thesis hours using the grade change workflow.

In the rare instance that a student chooses not to propose a thesis at the end of this semester, the faculty member will assign a letter-grade for this semester's work, and the student will not be registered for thesis hours.

Note: Students are encouraged to discuss possible thesis projects with the faculty instructor 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 AFTER THE FIRST WEEK OF THE SEMESTER**