

Honors Program Thesis/Project Form

Deadline: Form must be completed for registration the semester before starting HON 4990/4991.

Name of Student: _____ **Student ID#:** _____

Major: _____

Semester/Year of Registration: _____

Check the appropriate course: ☐ HON 4990 ☐ HON 4991

If signing up for HON 4991, name of second reader: _____

Title of Thesis Project: _____

Faculty Thesis/Project Advisor: _____

Thesis/Project Advisor's Department: _____

Name of Thesis/Project Advisor's Chair: _____

Name of Thesis/Project Advisor's Dean: _____

Attach or type a detailed description of the project including the topic to be studied, resources required, tasks for the student, and expectations from faculty.



Thesis/Project Agreement

Please review the [Honors Thesis Guidelines](#).

For Faculty:

By signing below, faculty members are agreeing to advise a student on their Honors Thesis for HON 4990 and HON 4991 (unless an alternate arrangement is approved by the Honors Coordinator). The faculty member receives 0.5 credits each semester for a total of 1 credit. The increased credit rate is indicative of the commitment and time for an Honors Thesis, which, by the advisor's guidance, should be of a caliber to warrant two semesters to complete. Advisors are expected to:

- meet with the student on a regular basis throughout the semester,
- guide them through the research or creative process,
- assess work or product,
- provide feedback and deadlines throughout the Thesis process, and
- prepare students for two end-of semester and two conference presentations.

While the student is responsible for completing the work outside of meeting times, this is not an independent project without advisor input.

For Students:

By signing below, students are agreeing to the expectations delineated in the project description above. Students are also agreeing to seek out their advisor before the semester to set a time for meetings and to review advisor expectations. A student receives 3 credits each semester for a total of 6 credits. The Carnegie Unit is the unit of work expected for each college credit. For this 3-credit course Fitchburg State University expects a minimum of 9 hours of work by the student each week. This is 1-2 hours to meet with an advisor and 7-8 hours outside of meetings each week. Students are expected to:

- meet and communicate with their advisor on a regular basis,
- do and share work/product weekly throughout the semester,
- prepare two end-of-semester presentations and two conference presentations
- meet the Carnegie Unit expectations

While research and creative processes warrant flexibility, students should recognize these expectations.

Student Signature: _____ **Date:** _____

Faculty Thesis/Project Advisor

Signature: _____ **Date:** _____

Honors Coordinator Signature: _____ **Date:** _____

After all signatures have been received, the Honors Coordinator will return a copy of this form and a sample syllabus to the student and faculty advisor.