

INSTRUCTIONS FOR THE HONORS THESIS

1. **CHOOSE ADVISOR.** Contact a faculty member in the department of anthropology with whom you wish to work on a thesis. This person will be your advisor. You will also need a second reader for the thesis. This can be a faculty member in anthropology or someone from outside if your advisor thinks this would be best.

2. **COMPLETE HONORS APPLICATION FORM.** Meet with your advisor to develop a 1-2 page proposal that outlines your honors thesis research project. Complete and sign the honors application form and submit to the undergraduate advisor [Dr. Quinoñes] by June 1st of your junior year.

3. **REGISTER FOR ANTH 494 (FALL) AND ANTH 495 (SPRING)** You will meet with your advisor on a regular basis to proceed with your research and writing in a timely manner.

4. **WRITE THE THESIS.** Be sure to follow the format outlined in the "Instructions for Preparation of a Bachelors Thesis."

5. **FACULTY APPROVAL.** Submit one copy to your thesis advisor and one to your second reader by **April 1st**. They read and evaluate the thesis and recommend the level of distinction to the undergraduate advisor in the Department of Anthropology. It is your responsibility to make sure the advisor receives these letters. Please note that your committee members are NOT required to award distinction if they think the thesis is of poor quality.

6. **DEPARTMENTAL APPROVAL.** The original and 1 copy of the final thesis must be submitted to the undergraduate advisor by April 15th. The faculty letters of recommendation should also be received by that date. The advisor will

then complete the red bordered form and you are responsible for having your committee members sign it. You then return the form to the undergraduate advisor who will ask the Head of Department to sign it.

- 7. LAS APPROVAL.** It is your responsibility to take the original thesis and the signed red bordered form to the LAS records office, 270 Lincoln Hall, for final approval. They will check the format, so leave a week or so to make any changes they might require. **FINAL DEADLINE FOR SUBMISSION TO LAS IS ONE WEEK AFTER THE END OF CLASSES.**