**Honors Thesis**

Undertaken during the senior year, the Honors Thesis is a demonstration of a student’s ability to carry out independent and original research and to present that work in the form of a substantial formal paper or project judged acceptable by his/her Honors Committee. Research may include fieldwork and/or library or archival research, and the final thesis submission will range between 15,000 – 22,500 words (roughly 35-50 pages). Before beginning a thesis project, students should consult with the Director of Undergraduate Studies and the Chair of their Honor’s Thesis Research Committee for guidance.

By the end of the student’s junior year, the student—in consultation with the Thesis Committee Chair—must declare at least a two-member committee to oversee the thesis project and chooses a thesis topic. Upon receiving approval by the Director of Undergraduate Studies the student must enroll in FOLK-F 399 READINGS FOR HONORS. Students must document the plan for their thesis project by submitting the Honors Thesis Proposal and Approval Form to their committee and the Graduate Recorder by the end of the first semester of the senior year of study.

**Honors Thesis Committee**

The student should first select a Chair based on a professor’s ability and likeliness to support the progression of the particular project, which in most cases will come down to compatible research interests and areas of expertise. The student and his/her Thesis Chair will then together select at least one additional faculty member in the department to serve on the committee based on background and relevant experience. A member of the Undergraduate Committee and/or a faculty member from the student’s minor or second major may serve in the capacity of second and third readers as necessary. Students must submit thesis or project to committee members no later than the 12th week of the spring semester.

**Declaring a Committee and a Thesis Project**

The following steps for proposing a thesis project and declaring a committee must be completed as follows:

1. **Honors Thesis Nomination** [Due: end of junior year]

   The Nomination covers the following information:
   
   a. A cover page form, available from the Graduate Recorder
   b. A thesis topic is chosen by the student in consultation with the Thesis Committee Chair
   c. Final approval is granted by the Director of Undergraduate Studies
   d. If the proposed research will involve interaction with people, “human subjects” protocol and ethnographic methods must be approved by the Institutional Review Board over the summer between junior and senior years. This process includes completing the CITI Human Subjects Research Course ([http://researchadmin.iu.edu/EO/co_citi.html](http://researchadmin.iu.edu/EO/co_citi.html)).
   e. Students may enroll FOLK-F 399 READINGS FOR HONORS and, on the Thesis Chair’s recommendation, must enroll in FOLK-F 499 HONORS THESIS.
2. **Honors Thesis Proposal** [Due: end of first semester of senior year]
   The Proposal covers the following information:
   a. A cover page form, available from the Graduate Recorder
   b. A working title
   c. A 400 to 500-word description of the thesis project
   d. A preliminary bibliography [2 pages]
   e. Proposed methodologies for completion of the project
   f. Anticipated contributions of the project (i.e., Why is this study important?)

   The student must share complete copies of this proposal with all committee members and the Director of Undergraduate Studies by the end of the first semester.

3. **Honors Thesis Approval Form** [Due: at time of oral defense]
   a. The approval form, available from the Graduate Recorder, must be signed by all three committee members following their review of the thesis proposal. Students must then submit the signed form to the Graduate Recorder, who will pass a copy along to the Director of Undergraduate Studies.
   b. The Director of Undergraduate Studies will make all final approval decisions.

   Note: Final approval of the committee is required before the oral defense can be held.

**Honors Thesis Oral Defense**
The Department of Folklore and Ethnomusicology requires an oral defense of the thesis administered by the Thesis Research Committee, which usually consists of a 15-30-minute presentation by the student followed by a 30-minute Q&A and discussion period led by the committee, unless determined otherwise prior to the defense. The defense provides an opportunity for the student and research committee members to discuss the thesis and suggestions for revisions. All committee members must be present for the defense, and therefore scheduling must be done well in advance to accommodate all professors and the student.

Following the oral defense:
1. The committee will recommend minor or major revisions and can judge the completion of the thesis project as very successful (High Pass), successful (Pass), or moderately successful (Low Pass). A letter grade will be submitted by the Chair that reflects the recommendation of the committee members.
   a. High Pass with Revisions = A+ to A
   b. Pass with Revisions = A- to B+
   c. Low Pass with Revisions = B to B-
   d. Fail ≤ C+

2. The committee, in collaboration with the student, will establish an outline of any required revisions and when they must be completed. In some cases, a grade of incomplete will be submitted until the Chair has approved the revisions.
3. The Committee Chair will sign the Honor’s Thesis Approval Form when all revisions are satisfactorily met.
4. The Director of Undergraduate Studies and the Graduate Recorder will sign the Honor’s Thesis Approval Form when the completed Thesis is submitted.
Approval of the Honors Thesis
Following the oral defense and the student’s satisfactory completion of all revisions as assessed by the Committee Chair and the Director of Undergraduate Studies, the Honors Thesis may be approved providing that the following Hutton Honors College qualifications are met:

Enrollment in the Folklore and Ethnomusicology honors program requires a 3.5 GPA in Folklore and Ethnomusicology and a 3.3 GPA overall. Students must maintain this minimum GPA, graduating with a 3.5 GPA in the major and a 3.3 overall GPA. All requirements for the Bachelor’s degree must be met by the time the Honors Thesis is submitted.