

2018-2019 Honors Senior Thesis: Contract and Checklist Thesis Director Section

Name of Student: _____

Name of Thesis Director (printed): _____

Department: _____

- I have read the student's proposal and approve of the topic and scope of the project.
- I approve of the reading list the student has submitted and will assist the student in locating additional sources if needed.
- The student and I have agreed upon a meeting schedule. I will be available to work with the student throughout the designated term and I agree to supervise this student's thesis process.
- I understand the requirements for the written project and the visual element; the interdisciplinary nature of the Honors Senior Thesis; and the requirement that the student present the thesis at the Honors Student Conference on May 10.
- I agree to assist the student in planning the project's visual element and to prepare the student for the conference presentation.
- I agree to read drafts of the project throughout the quarter, including a "near-final" draft submitted no later than Monday of week nine, and make timely recommendations for revision.
- I understand the deadlines for project submission: "Near-final" draft due by Monday of week 9; Final copy of thesis due first day of Finals Week (unless otherwise arranged with student); Electronic copy submitted to Honors Program upon completion.
- I agree to evaluate the student's work, confer with the faculty reader, and submit a grade for the final project according to the university's grade-submission deadlines.
- I am a full-time faculty member at DePaul University.

(Please note that only full-time faculty may be asked to serve as thesis directors.)

Thesis Director Signature: _____ **Date:** _____