GUIDELINES FOR COMPLETING AN HONORS THESIS IN WGST

**Purpose:** The Honors Thesis in Women’s and Gender Studies seeks to encourage independent feminist thought and research among outstanding undergraduate majors in WGST.

**Eligibility:** Women’s and Gender Studies majors who wish to write an honors thesis must have a GPA of at least 3.5 and the endorsement of a faculty advisor who is willing to direct the honors thesis. Whenever possible, the student should choose as an honor’s advisor a faculty member with whom they have taken at least one class. Students must secure the advisor’s consent, and ideally the consent of at least one committee member, and declare their intention to write an honors thesis in the spring semester of their junior year. Proposals must be approved by the Chair of the WGST Department no later than the last day of classes of their junior year. (See Attachment A)

In consultation with the thesis advisor, the student will carefully define, pursue and complete a substantive research project of approximately 30-40 pages plus bibliography and endnotes. It is expected that the student will work in close consultation with the advisor throughout the process of conceptualizing, researching and writing the honors thesis during his/her senior year.

**Program:** In the fall semester of the senior year, the student will enroll in WGST 695 (3 credits) followed by WGST 691H (3 credits) in the spring semester. Honors thesis students enrolled in WGST 695 are expected to engage with the materials and assignments in the course. The primary goal, however, for the honors thesis student in WGST 695 is to produce a draft chapter of the honors thesis project. While enrolled in WGST 695, the student will meet with the faculty advisor once a week. During the spring semester consultation will occur as needed. At the close of each semester, the faculty advisor will award a grade for three credit hours of work completed according to the following schedule:

**Fall Semester:**
In the first few weeks of the semester, the student will devise, in consultation with the thesis advisor, a detailed workplan to be submitted to the Chair of Women’s and Gender Studies for approval (See Attachment B). The first stage of the work plan will most likely be a preliminary bibliography to be followed, sometime before Thanksgiving, by a lengthier, annotated bibliography and an outline or prospectus in which the student will define the problem to be addressed and outline the approach to be used. It is important that the student begin the writing process in some form before the close of the fall semester.

**Spring Semester:**
The student will continue writing according to the established timetable. (See model Workplan in Attachment B).
**Mechanics:** The student should follow rules of style and format described in the MLA Style handbook or the University of Chicago Manual of Style.

**Thesis Defense:** Successful completion of the honors work does not automatically confer honors in WGST. Once the student has submitted his or her or their honors thesis to the faculty advisor, a committee composed of the advisor and two additional faculty members will review the thesis and conduct an oral defense of about one hour in length. After having determined whether the thesis justifies the award of honors, the committee will recommend to the Chair of the Department of WGST whether the student should be awarded a degree "with honors" or, in rare cases, "with highest honors." (See Attachment C). The award "with highest honors" indicated superior achievement in all aspects of the student’s honors work.

Following the oral examination, the student will make any changes deemed necessary by the committee members and submit one unbound copy of the finished thesis prepared according to the "Guidelines for the Submission of Honors Essays" (please refer to the Honors Program’s website: http://honors.unc.edu/index.php/hnrs-enrolled/research.html?start=2) to the Director of Undergraduate Studies. An additional bound copy should be given to the Women’s and Gender Studies Department for our library.

**Funding:** The Honors Program offers financial awards to support honors thesis research (please see http://www.honors.unc.edu). Funding is also available through the Office of Undergraduate Research (please see http://www.unc.edu/depts/our).
HONORS THESIS IN WOMEN’S AND GENDER STUDIES
Initial Contract
(Must be filed in the Spring Semester of the student's junior year)*.

Date: __________________

Name: ___________________________________ Phone: ________________

Campus Address: __________________________________________________________

GPA: _______ PID: __________________________________________________________

Brief description of proposed topic (to be written after consultation with faculty advisor):
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Signatures:

Student: ______________________________ Date: __________

Faculty Advisor: ____________________________ Date: __________

Committee Member(s): (encouraged, but not required at this stage)
___________________________________________________________________________ Date: __________
___________________________________________________________________________ Date: __________

Chair of Women's and Gender Studies: __________________ Date: __________

*Students will make three copies of this form. One is given to the faculty advisor, one is turned in to the Student Services Manager and one is kept as a personal copy.
HONORS THESIS IN WOMEN’S AND GENDER STUDIES
Workplan
(Must be filed during the first two weeks of the Fall semester of the student's senior year).

Date: ________________________________

Student’s Name: _______________________________________________________________
Honors Thesis Advisor: ____________________________________________________________________________________
Committee Members: ____________________________________________________________________________________

Topic of Study: _______________________________________________________________________________________

Detailed Workplan
(Please indicate a series of due dates as appropriate to your project. The following is a model that may be adjusted by the student and the advisor.

**Model**

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Student’s Workplan</th>
</tr>
</thead>
<tbody>
<tr>
<td>First week of October:</td>
<td>Preliminary bibliography due:</td>
</tr>
<tr>
<td>Before Thanksgiving Break:</td>
<td>Preliminary outline of thesis or prospectus due, including annotated bibliography</td>
</tr>
<tr>
<td>First week of Dec:</td>
<td>Student to begin writing:</td>
</tr>
</tbody>
</table>

**Spring Semester**

| First week of February: | Rough draft of first 15-20 pages due: |
| First week of April:    | Final draft of the thesis due:        |

Student and Faculty advisor to follow the Honors Program’s deadline for submission. This deadline changes yearly. For most accurate information, please see: [http://honors.unc.edu/index.php/hnrsenrolled/research.html](http://honors.unc.edu/index.php/hnrsenrolled/research.html)

**Signatures:**

Student: __________________________________________________________________ Date: ________________
Faculty Advisor: __________________________________________________________________ Date: ________________
Committee Members: __________________________________________________________________ Date: ________________

*Students will make three copies of this form. One is given to the faculty advisor, one is turned in to the Student Services Manager in Women's and Gender Studies and one is kept as a personal copy.*
Honors Thesis in Women's and Gender Studies*

Student’s Name: ____________________________________________________________

Title of Honor’s Thesis: ___________________________________________________
                                                                                       _______________________________________________________

Faculty Advisor: ____________________________________________________________

Committee Members: _________________________________________________________
                                                                                       _______________________________________________________

The Committee judges that the student has:
_____passed
_____not passed

the defense of the Honor’s Thesis. We recommend that the student be awarded her/his/their degree
_____with Honors
_____with Highest Honors

Signatures:

Faculty Advisor: ____________________________________________________________

Committee Members: _________________________________________________________
                                                                                       _______________________________________________________

Chair of Women’s and Gender Studies: ___________________________________________

Date: ____________________________

*After the Honors Thesis defense, students will turn this form in to the Chair of Women’s and Gender Studies and provide a copy to the Director of Undergraduate Studies.