

DEPARTMENT OF HISTORY SENIOR THESIS PROPOSAL

A completed Senior Thesis Proposal (signed by **both** faculty mentors) must be submitted to the History Department main office (Humanities 1, room 201) at least one quarter before your thesis research quarter. See the History Department website for the precise Senior Thesis Proposal submission deadlines.

DEPARTMENT USE ONLY:

Approved
 Denied

Date _____

Name _____ Phone _____ E-mail _____

Thesis topic _____

1. Thesis quarters: Winter/Spring 20____ Spring/Fall 20____ Fall 20____/Winter 20____

2. Why do you want to write a thesis?

3. Evidence of preparation for this project (e.g., prior courses, papers, readings completed):

4. On a separate sheet of paper, provide a 1-2 page summary of your proposed topic, research methods, sources, and objectives. Information on the availability of sources and a tentative bibliography are useful additions. The History Department needs enough information to establish whether your project is feasible and can be completed in two quarters.

5. (Optional) The History Department may use my thesis proposal and my submitted thesis as a reference tool for future students. I understand that my name and all other identifying information will be removed.

Signature

Date

6. Secure commitments from two faculty members. Your thesis adviser must be a regular history faculty member (no visitors, teaching fellows, or teaching assistants). Your second reader may be a history faculty member or a professor from another department (no visitors, teaching fellows, or teaching assistants).

Thesis Adviser

Print name

Signature

Second Reader

Print name

Signature

DEPARTMENT OF HISTORY

HISTORY SENIOR THESIS GUIDELINES

To complete a senior thesis, you must first meet to discuss potential thesis topics with appropriate faculty members at least one quarter before the planned beginning of thesis research. Once a thesis adviser and second reader have been secured and a topic defined, submit a completed Senior Thesis Proposal for departmental approval. Your proposal should provide sufficient detail so that the History Undergraduate Education Committee can determine whether your project is feasible and whether it can be completed within the span of two quarters. For example, discussing the availability of sources and supplying a tentative bibliography are usually helpful additions to a project description. Proposals are due roughly in the sixth week of the quarter before the research quarter begins (see precise deadlines on the History Department website).

Senior Thesis Procedure and Submission Guidelines

- After your thesis proposal is approved, you will enroll in HIS 195A, *Thesis Research*, for the first quarter and HIS 195B, *Thesis Writing*, for the second quarter. Contact the History Department Undergraduate Program Coordinator for class numbers.
- Meet regularly with your thesis advisers, during both the “research quarter” and the “writing quarter”; normally students are engaged in both research and writing in each quarter to varying degrees. It is essential to reach an understanding with your thesis adviser regarding the content and frequency of thesis advising sessions.
- The thesis must be at least 40 pages in length. Penultimate drafts must be submitted to the thesis adviser and second reader no later than the beginning of the eighth week of classes during the thesis-writing quarter (see deadlines on the History Department website).
- Three **signed** copies of the final version must be submitted to the History Department *no later than the last day of the thesis-writing quarter*. **Incomplete submissions (e.g., missing signatures, incomplete title page, etc) will not be accepted.** The department will forward the completed copies to your thesis adviser and second reader.
- Submissions must follow departmental formatting guidelines. The completed, final version must be typed, double-spaced, and laser printed; two of the three copies must be bound, one **must** be unbound. On the second page of the thesis, you must include a brief (one paragraph) abstract or description of the work.
- All submissions must include a title page which follows departmental formatting guidelines: (1) title; (2) author; (3) department; (4) date; (5) faculty sponsor names and signatures. Signatures must be placed above the following statement: “This thesis has been completed to departmental standards and is submitted in partial fulfillment of the degree of Bachelor of Arts in History.” See attached for a sample title page.
- Outstanding theses are eligible for honors and awards consideration.

(Thesis Title)

(Your Name)

University of California, Santa Cruz
Department of History

(Date)

(Thesis Adviser's signature)

Professor **(name of Thesis Adviser)**

(Second Reader's signature)

Professor **(name of Second Reader)**

This thesis has been completed to departmental standards and is submitted in partial fulfillment of the degree of Bachelor of Arts in History.