

GLOBAL CULTURAL STUDIES MAJOR IN THE PROGRAM IN LITERATURE APPLICATION TO HONORS THESIS TRACK: FALL 2020 – SPRING 2021

Part I: Proposal Procedure

To apply for enrollment in a section of LIT 495 (Fall 2020), the first of two semesters of the Honors Thesis Track, the student applicant will write and submit a two-page proposal of the thesis project along with a bibliography of not more than one page to a Prospective Thesis Advisor holding an appointment in The Program in Literature along with this completed form no later than **MONDAY, MARCH 16, 2020**.

- NOTE: So as to be considered for the Honors Thesis Track, applicants should ideally have completed two or more classes with faculty holding appointments in The Program in Literature. In order for us to assess the applicant's readiness for the work further, it is also strongly recommended that the applicant have completed at least one seminar class with, and have written at least one term paper for, the Prospective Advisor.

Once the Prospective Advisor receives the application, he/she/they will assess:

- a) the suitability of the proposed project for an Honors Thesis within the Major in Global Cultural Studies;
- b) the applicant's readiness for the proposed project based on their prior academic work and the quality of the proposal;
- c) his/her/their own availability to supervise the project during the following academic year.

Accordingly, the Prospective Advisor will either sign in support of the application in Part II of this form, or will reject the application.

Once the applicant receives the necessary support from the Prospective Advisor, he/she/they will submit both the signed application and the written thesis proposal in hard copy to the DUSA's mailbox of The Program in Literature office, Friedl 101, no later than **MONDAY, MARCH 23, 2020**.

All applications will then be reviewed for final approval by the Undergraduate Advisory and Thesis Committee of whom the DUS (or Interim DUS) serves as its Chair. The Committee will inform the applicant of its decision to permit or decline enrollment to the Honors Thesis Track no later than **TUESDAY, MARCH 31, 2020**.

By signing below, I understand I am submitting my proposal for preliminary review only. I also understand that I am not admitted to the Honors Thesis Track until the Committee authorizes or declines my permission to enroll. I agree to follow my Prospective Thesis Advisor's direction.

Student Applicant Signature: _____

Applicant Printed Name: _____

Applicant GPAs: _____ (University) _____ (Major)

Classes taken in the Global Cultural Studies Major taught by faculty with an appointment in The Program in Literature:

Term and Year	Course Name	Instructor

Please note: A minimum cumulative GPA of 3.0 is required, along with a minimum GPA of 3.5 for work in the Global Cultural Studies Major.

Title of Proposed Thesis:

Long title:

Short Title for Transcript (30 characters maximum including spaces):

Name of Potential Thesis Advisor:

(This advisor must hold a faculty appointment in The Program in Literature.)

Number of Classes Taken To Date with Potential Advisor: _____

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Part II: Potential Thesis Advisor Review

After review of the proposal, the Potential Thesis Advisor signs below in support of the proposal for the thesis project, subject to final review by the DUS (or Interim DUS) and the Undergraduate Advisory and Thesis Committee. Should final permission to enroll in the Honors Thesis Track be granted, this Advisor agrees to supervise the project pending the student's fulfillment of all expectations within the Honors Thesis Track process (agreed and signed upon in this application).

Signature of Prospective Advisor (Primary Faculty, Program in Literature)

Signature: _____ Date: _____

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Part III: Applicant Agreement of Expectations

1. Nature of the Final Product

It is understood by the applicant to the Honors Thesis track upon this application that The Program in Literature expects a final product with a minimum length of **60 PAGES of written text** by the student. This product must be submitted in the formats and quantities defined later in this document by the deadline of **12pm NOON on MONDAY, MARCH 15, 2021**. This 60-page minimum may include the Works Cited in the total page count.

2. Deadlines During LIT 495 (FALL 2020)

If granted admission to a section of LIT 495, the first half of the two-semester Honors Thesis Track, it is understood and agreed by the applicant to write and deliver four (4) hard copies and an emailed submission of a 12-15 page draft chapter by the deadline of **12pm NOON on FRIDAY, OCTOBER 23, 2020**. The DUSA will receive the hard copies in the office of The Program in Literature, Friedl Building Suite 101. The electronic submission of the chapter will be emailed to the DUSA, DUS, and Thesis Advisor by the same deadline.

A late hard or electronic submission of the chapter will negatively impact its evaluation and consideration of whether the project should continue with permission to enroll in LIT 496 in Spring 2021. This deadline is so scheduled in order to allow the student to withdraw with a "W" from LIT 495 in time for Trinity's Fall 2020 Withdrawal deadline of **Friday, November 6, 2020 should the Thesis Advisor and Undergraduate Advisory and Thesis Committee recommend such course of action upon review of the chapter**. The Committee's decision to approve continuation of the project into the Spring 2021 LIT 496 or recommend withdrawal from the Fall 2020 LIT 495 will be issued no later than **12pm NOON on TUESDAY, NOVEMBER 03, 2020**.

3. Deadlines During LIT 496 (Spring 2021)

It is understood by the applicant to submit an electronic copy and four (4) hard copies of the completed thesis (no fewer than 60 pages in length) to the DUS, DUSA and Thesis Advisor by the **deadline of 12pm NOON on MONDAY, MARCH 15, 2021.**

This deadline is so scheduled in order to allow the student to withdraw with a "W" from LIT 496 in time for Trinity's Spring 2021 Withdrawal deadline of **Wednesday, March 24, 2021 should the undergraduate committee recommend such course of action upon review of the final product.** Late submissions (both hard and electronic) will not be considered.

4. Withdrawal Process

If so decided by the Advisor and Undergraduate Advisory and Thesis Committee, it is the thesis writer's responsibility to complete the withdrawal process for either the LIT 495 or LIT 496 by the Registrar's deadline. The action to withdraw cannot be performed on the student's behalf by the Advisor, Committee, or Program in Literature. Failure to withdraw from the course if so recommended could result in a failing grade for the LIT 495 or LIT 496 course.

5. Honors Thesis Evaluative Body and Procedure

The final thesis will be evaluated by a Thesis Defense Panel during a one-hour defense led by the student (in person). The Panel will be comprised of the Thesis Advisor, the DUS, and a third member of the Literature Faculty. Fall LIT 496 defenses take place in December; Spring LIT 496 defenses take place in April. The Program in Literature's DUS and DUSA will help you schedule this defense.

6. Duke Community Standard and Respect

It is understood by the student at the time of this application that all work will be performed in accordance with the Duke Community Standard. It is further understood that the work involved in an Honors Thesis demands a tremendous commitment of time from both the student and the Thesis Advisor. The Thesis Advisor is ready to support the student pursue the highest level of excellence possible and expects the student to make the most of the time invested by the department. By signing below, you the applicant agree to honor this collective commitment with your best work.

Please sign below in recognition of, and agreement with, all prior sections of "Part III: Applicant Agreement of Expectations"

Student Applicant Signature and Date:

_____ Date: _____

**Part IV: DUS and Undergraduate Advisory and Thesis Committee:
Review and Decision**

Circle One:

Admit Enrollment

Decline Enrollment

The Parties of the DUS or Interim DUS and
the Undergraduate Advisory and Thesis Committee are undersigned below:

Date of Decision: _____

Date Decision Conveyed to Applicant: _____

Part IV: Assignment of Permission Number to Enroll to LIT 495 Section Fall 2020

Permission Number: _____ Date of DUSA Email: _____