

## Syllabus

### HIST 5198 Thesis. 3 Semester Credit Hours.

#### Instructor Information:

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Office: HH 204N

**Description:** scheduled when the student is ready to begin the thesis. No credit until the thesis is completed. Prerequisite(s): 24 hours graduate credit, including HIST 5198 and at least one research seminar, and consent of major professor.

#### Thesis Requirements

Each student will complete a thesis under the direction of a thesis advisor. The thesis advisor will chair the student's thesis committee, which will be composed of a minimum of two faculty members who must be members of the Graduate Faculty. The student will not begin work on the thesis prior to completion of 24 hours of course work and will enroll in HIST 5198: Thesis only with prior approval of the Graduate Coordinator. Only six hours of HIST 5198: Thesis may count towards graduation.

The thesis will be prepared in accordance with the procedures specified by the Office of Graduate Studies. Upon completion of the thesis, the student will sit for an oral defense before their thesis committee. The six credit hours of thesis may be together in a student's final semester, or they can be spread out over the final semesters. However, once the student begins enrollment in thesis hours, the student must maintain continuous enrollment of at least one credit of thesis hours per semester until the student graduates.

The thesis topic should be agreed upon in consultation between the student and the thesis advisor. The thesis topic must be approved by the Office of Graduate Studies by filing the Thesis Proposal Approval Form available from the Office of Graduate Studies Forms web page. Deadlines related to the thesis are also available on that website, including deadlines related to submitting the topic approval form, the defense deadline, and filing an electronic copy of the thesis.

The requirements for the thesis are determined by the thesis advisor in consultation with the thesis committee. Thesis committee members will be chosen by the thesis advisor in consultation with the Graduate Coordinator and the student. Regardless of the specific topic chosen or approach taken, a thesis must meet these basic requirements:

1. The thesis should make an original contribution (however modest) to historical scholarship and the historiography of the topic. It is not an extended report.
2. The thesis should have a strong evidentiary base in primary sources. It is not a lengthy report based on secondary literature.
2. The thesis should be prepared according to the Chicago/Turabian documentation style. For more information, consult the latest edition of Kate L. Turabian's *Manual for Writers of Research Papers, Theses, and Dissertations*.
4. On average an MA thesis in History is between 80 and 120 pages.

If a student is unable or unwilling to meet these basic criteria, the student will be asked to take the non-thesis option for the M.A. in History. A thesis defense is scheduled after the committee approves the final, submitted, error-free thesis. It is an oral exam, normally lasting one to two hours. The exam covers the thesis and the field(s) of history related to the thesis.

Following a successful defense, but before submitting the thesis to the Office of Graduate Studies, the student must make certain that the thesis is free of typographical, spelling, and grammatical errors. The Office of Graduate Studies will return theses if they contain such errors or do not conform to its prescribed format. Following approval by the Office of Graduate Studies, the thesis will be published and made available through Proquest. Questions about thesis publication should be addressed to the Office of Graduate Studies.

If the student does not make the necessary corrections in a timely manner, graduation may be delayed. In extreme cases, a student unable or unwilling to submit an error-free thesis as determined by the thesis committee or the Office of Graduate Studies may be moved to the non-thesis track.

#### IRB Information

Scholarship in History does not constitute human subjects research because it is not generalizable. Theses in History are therefore not required to submit to IRB committee review. Any use of oral history should conform to the best practices articulated by the

Oral History Association, found at <http://www.oralhistory.org/about/principles-and-practices/#general>.

A thesis, as with any historical work, should rely on as wide a variety of sources as possible. Oral histories are valuable, as are memoirs, but they are subject to context, memory and distance from the event or topic.