

**LOYOLA UNIVERSITY NEW ORLEANS
UNIVERSITY HONORS PROGRAM**

HONORS INDEPENDENT PROJECT STUDENT-SPONSOR CONTRACT

Last Name	First Name	MI
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Local Address	City	State	Zip
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Email (the one you check consistently)	Phone	SID#
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Major	College	Expected date of Graduation
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 Yes No

Departmental Thesis?	Faculty Sponsor: Title & Full Name	Department	Email
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Expected semester of Thesis/Project presentation: Spring _____

Brief Description of Thesis Topic/Project:

Please mention any special audio/visual equipment, display or performance needs you expect to use.

Thesis Schedule 2010 - 2011:

List of Important Dates

Sep 10	Organizational meeting
Sep 17	Student-Sponsor Contract forms due
Oct 15	Prospectus (1-2 pp overview of project scope, purpose, methodology) and preliminary bibliography/references
Dec 10	Thesis progress report due (e.g., draft of introduction, sample chapter, etc.)
Feb 25	Thesis progress report due (first draft)
Apr 11-15	Oral presentation of thesis
May 02	Submission of pdf-formatted electronic copies of final thesis to UHP

All theses and projects must be presented to receive Honors credit.

Departmental Thesis/Project:

Students who are writing a senior thesis or departmental honors thesis in their major may submit and present the same thesis to the UHP to fulfill the Honors thesis requirement to graduate in the full Honors Program. However, they may not “double dip” in credit hours for their thesis. In those cases, students should register for the thesis course in their major instead of (NOT in addition to) HONS H491. Anyone who is enrolled in H491 is expected to produce a thesis/project exclusively for the Honors Program. This thesis/project can be an extension of their departmental thesis, but it cannot be the same thesis or even a substantial revision of the thesis. Failure to observe this rule will result in a failing grade for H491.

The three credit hours for H491 credit hours will be counted as General Elective credits. If your major requirements conflict with this, it can be counted as Common Curriculum credit with the director’s approval.

Please read and sign below:

I have read the above and understand what is expected of me for the successful completion of my Honors Senior Thesis/Project. I have completed my Thesis Schedule and have received the approval of my Faculty Sponsor. I also understand that if any significant changes are made to my submitted thesis schedule, the Honors Director must be informed and any changes must be approved by my Faculty Sponsor.

Student Signature

Date

Faculty Sponsor Information

I agree to guide this student as she or he undertakes this project. I also agree to act as the official instructor of record and to assign, through the Honors Director, an appropriate letter grade for HONS H491 for the student, if applicable. I understand that, to satisfy all of the requirements for the Honors Senior Thesis/Project:

1. The student must observe the integrity of the thesis writing process by submitting drafts and revisions throughout the semester for my review.
2. The student must submit to the Director of the University Honors Program by the specified deadline one paper copy of the written portion of this project, including a title page signed by me, the Faculty Sponsor.
3. The student must also submit an electronic copy of the work for the library archive.
4. The student must give a public presentation about this project.

Faculty Sponsor: Last Name	First Name	MI	Honorific
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Department	Office Location	Campus Box #
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Preferred Email	Preferred Phone
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Sponsor/student meeting schedule:

(Recommended frequency - bi-weekly spring, weekly next fall)

Frequency of meetings:	Place of meetings	Time
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Second reader(s), if applicable

Faculty Sponsor Signature	Date
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PLEASE MAKE TWO COPIES OF THIS COMPLETED DOCUMENT. Return the original to the Director of the UHP. Give one copy to your Sponsor. Keep one copy for yourself.