



Guidelines for Progress towards Honors Thesis

Those students who enter the final stage of the honors program must find a faculty advisor before registering for CHE 49800: Undergraduate Thesis Research I.

In consultation with your faculty advisor,

- You must find a faculty member who will serve as a reader in your committee by **Friday, October 21, 2016**.
- You may find a graduate student who will serve as an informal advisor.

The following items are suggested to be handled at the discretion of your faculty advisor:

- Progress Report 1
 - *Suggested due date: Friday, October 28, 2016*
 - Submit a one page progress report via e-mail, to your faculty advisor and reader summarizing the proposed research, rationale of the project, and any preliminary results.
- Oral Presentation to your faculty advisor (and graduate advisor if applicable)
 - *Suggested due date: Friday, November 11, 2016*
 - The presentation should include research goals, important applications of the work, previous knowledge in the field, objectives of the present work, experimental part proposed (if experimental work is to be carried out), details on experiments to be performed, and results.
- Progress Report 2
 - *Suggested due date: Friday, December 2, 2016*
 - Submit a two page progress report via email, to your faculty advisor and reader.
- Progress Report 3/Oral Presentation
 - *Suggested due date: Friday, March 3, 2017*
 - Submit an updated two page progress report via email, to your faculty advisor and reader or oral presentation with your updated information. **Please note these reports are expected to be more advanced and more comprehensive than the previous ones.*

Please note the following deadlines:

- The Thesis Committee Information form is due **Friday, January 13, 2017** in the Undergraduate Office.
- Your final **written Honors (B.S.) Thesis** should be defended by **Friday, April 28, 2017**.
 - Please schedule your oral presentation time for one hour with your faculty advisor and reader.
 - Your thesis is due to the reader for a review at least three business days before the exam.
 - After the oral presentation, your committee will need to approve and sign the following forms:
 - **Thesis Acceptance**
 - **Written Thesis Approval**
 - **Oral Presentation Approval**
 - If the written Thesis needs revisions, they should be defined the day of the oral presentation.
- The forms listed above and a copy of your thesis must be submitted to the Undergraduate Office by **Friday, May 5, 2017**.