**English Department Honors Program**

**Student information**

**General guidelines**

To graduate with departmental honors in English, an English major must complete both Junior-Senior Honors Seminars (ENG 4508 and 4509), receiving a grade of at least B in each class, and must complete and successfully defend the honors thesis (ENG 4510). For the English B.A. degree, the honors thesis serves as the capstone course (professional writing concentrators must also complete an internship).

An honors student wishing to write a thesis should first consult with the English Department's honors director, who will advise the student on registration procedures, setting up the thesis committee, and other preliminary matters.

The thesis committee includes the thesis director and two additional readers. If a student is completing departmental honors only, all committee members must be tenure-track faculty in the English Department. Students who are completing both departmental and University honors must have a director and one reader from the English tenure-track faculty and one faculty reader from a different academic department. Requests for exceptions to these committee guidelines will be considered on an individual basis by the Honors Director, the department Honors Committee, the thesis director, and/or the English Department chair.

By the first week of the semester in which a student plans to write the thesis, they must complete and submit the thesis application form, which requires the signature of the thesis director, the readers, the department honors director, and the English Department chair. A prospectus, or brief description of the project, must be attached to this form.

The thesis director and the student will establish a meeting schedule and timeline for completing the thesis.

Here is a suggested timeline for completing the thesis:

1st week of term: thesis application and prospectus written, signed, and turned

(or earlier) in to department honors director

8th week: full draft to thesis director

9th week: thesis director returns draft with comments

10th week: revisions to draft completed and approved by thesis director

11th week: complete revised draft to readers

 (Second and third readers must be given adequate time – typically two weeks -- to read and respond to the draft and return a copy with comments for the student before the oral defense)

13th week: oral defense

14th week: final revisions completed

**Oral defense**

The thesis student is required to make an oral presentation and defense to the thesis committee. Typically, the writer explains the choice of subject, research methods, the progression of the project, and a final summary of findings. The writer then answers questions posed by members of the committee. The thesis director moderates the oral examination and assigns the final grade for ENG 4510.

Honors thesis students may also present their research at the English Department's capstone day conference if they choose to do so.

The thesis student should bring at least one printed copy of the [thesis title page](http://english.appstate.edu/sites/english.appstate.edu/files/HonorsProgram/sample_title_page.docx) and a printed copy of the [release form](https://honors.appstate.edu/sites/honors.appstate.edu/files/thesis_release_form_7october2019_1.pdf) to the oral examination. The title page must be formatted according to the guidelines on the English Department's honors website.

All members of the thesis committee must sign the title page and release form, either at the oral defense or after all required changes have been made, as determined by the thesis director.

**Turning in the thesis**

The final thesis must be turned in following the guidelines on the Honors College website:

<https://honors.appstate.edu/academics/thesis>/submit

All theses are archived electronically in the NC Docks digital repository. If you would like to have one or more bound copies of your thesis for personal use, you will find the required [payment form and instructions](https://honors.appstate.edu/academics/thesis/submit/bound-copies) at the Honors College website.

**Departmental honors students** should fill out an [index form](https://library.appstate.edu/digital-scholarship-initiatives/electronic-theses-and-dissertations-etd/metadata-form) for their project and turn in the following to the department's honors director:

* a digital copy of the final thesis, with the signed title page and thesis in a single pdf file (The “print zone” on the library’s first floor has scanners to quickly make PDFs)
* the signed copy of the release form for posting the thesis on NC Docks

**University honors students** must make an appointment with Jessica Yandow in the Honors College to turn in the documents listed above.