

Hixson-Lied College of Fine and Performing Arts

Guidelines for Thesis Projects

December 2016 Graduation Deadlines

Contract and Abstract: April 1, 2016
Thesis Project and Evaluations: September 30, 2016

May 2017 or August 2017 Graduation Deadlines

Contract and Abstract: November 21, 2016
Thesis Project and Evaluations: February 20, 2017

December 2017 Graduation Deadlines

Contract and Abstract: April 3, 2017
Thesis Project and Evaluations: October 2, 2017

Graduation with distinction is an award intended to honor those students who have truly distinguished themselves academically. Accordingly, the thesis project should be substantially more extensive than a term paper. It must be the result of independent, sustained thought, and intellectual curiosity. A survey of the literature about a particular topic is not sufficient. All of the following elements are required: 1) a clear formulation of a problem, question, or project; 2) a scholarly study which illuminates it, and 3) a conclusion supported by evidence. In addition, the thesis should be well written, carefully proofread, and well presented. A bibliography and reference to existing literature in the field should be included where appropriate. An abstract consisting of no more than one page must be included at the front of the thesis. Although it is understood that students may produce thesis projects that are highly specialized, please keep in mind that final evaluation of thesis projects will be conducted by a committee consisting of faculty and students from different disciplines. As such, students are encouraged to write in a manner and style that can be understood by a non-specialist in the field, or, at the very least, define the discipline-specific terms you use.

Because of the wide variety of activities (e.g., producing art, composing music, writing scripts, in addition to traditional scholarly study) in which students are engaged in the Hixson-Lied College of Fine and Performing Arts, we acknowledge the possibility that a thesis project in our college might not conform to the conventional definition of a "thesis." The following are examples of previous thesis projects: 1) the arrangement of a particular symphony and a detailed description of the process of composing arrangements with literary references, 2) the creation of a portfolio of photographic works accompanied by a lengthy historical analysis, 3) a complete set of costume designs with detailed information about the design, research and garment building process and photographs of the realized costumes. The project must have a significant written component, but it need not be in the format of a conventional formal thesis.

Procedure: Given the amount of work (including research and writing) that a thesis project entails, along with the fact that the submission deadlines fall near the middle of the semester, it is highly unlikely that a student can produce an acceptable thesis in one semester. For this reason, students are urged to start thinking and consulting with faculty about their thesis projects in their junior year. Students who elect to work on a thesis project should make concrete arrangements with a faculty member who will supervise the project before their senior year. This supervisor is expected to offer guidance to the student throughout the duration of the project. A student must register (either in their final semester when the thesis will be submitted, or earlier) for 499H credit in their major area of study. Students must also submit a completed Thesis Project Contract and Abstract to the Dean's Office (102 Woods Art Building) by the appropriate deadline listed above. Before the thesis submission deadline, students must ensure that they provide copies of their theses and the Thesis Project Evaluation Form to both their thesis supervisor and their second reader. It is the responsibility of the faculty members in their evaluations to address specifically the extent to which the thesis project meets the three required elements listed above. Thesis projects and faculty evaluations must be submitted to the departmental/school chair/director by the appropriate deadline listed above. The unit heads signify departmental/school approval by forwarding the thesis project and faculty evaluations to the Associate Dean. Thesis projects not meeting the approval of the department will not be sent forward to the Dean's Office for further consideration. The College Academic Distinction and Awards Committee conducts the final evaluation of thesis projects and makes determinations about graduation with distinction. **The Academic Distinction and Awards Committee will not consider materials submitted after the stated deadlines.** Students in the UNL Honors Program may submit the same thesis project to the Hixson-Lied College of Fine and Performing Arts and to the Honors Program.

Hixson-Lied College of Fine and Performing Arts

**Thesis Project
Contract
2016-2017**

This form must be completed and submitted to the Dean's Office, 102 Woods Art Building, 0144 by following deadlines:

December 2016 Graduation: April 1, 2016

May or August 2017 Graduation: November 21, 2016

December 2017 Graduation: April 3, 2017

Student name (Please print): _____

Student email address: _____

Signature _____ Date _____

Student ID: _____ Graduation date: _____

Title of thesis project:

Supervisor (Please print): _____

Signature _____ Date _____

Second reader (Please print): _____

Signature _____ Date _____

Department Chair/School Director's approval:

Signature _____ Date _____

Before submitting this contract, please attach a short (less than one page; a paragraph or two is fine) abstract/description of your thesis project.

Hixson-Lied College of Fine and Performing Arts

**Thesis Project
Evaluation Form
2016-2017**

Please print

Student's name: _____ Graduation date: _____

Thesis title: _____

Please attach a written evaluation to this form. The justification or rationale for the rating given below must be based on the following:

The thesis project should be substantially more extensive than a term paper. It must be the result of independent, sustained thought, and intellectual curiosity. A survey of the literature about a particular topic is not sufficient. **All of the following elements are required: 1) a clear formulation of a problem, question, or project; 2) a scholarly study which illuminates it, and 3) a conclusion supported by evidence. In addition, the thesis should be well written, carefully proofread, and well presented. A bibliography and reference to existing literature in the field should be included where appropriate.** An abstract consisting of no more than one page must be included at the front of the thesis. Students are encouraged to write in a manner and style that can be understood by a non-specialist in the field. The phrase "thesis project" acknowledges the possibility of a project that might not conform to the conventional definition of a "thesis." The following are examples of previous thesis projects: 1) the arrangement of a particular symphony and a detailed description of the process of composing arrangements with literary references, 2) the creation of a portfolio of photographic works accompanied by a lengthy historical analysis, 3) a complete set of costume designs with detailed information about the design, research and garment building process and photographs of the realized costumes. The project must have a significant written component, but it need not be in the format of a conventional formal thesis.

Overall Rating (circle one): Excellent Very Good Good Fair Poor

Signature _____ Date _____

Check one: Thesis Supervisor _____ Second Reader _____

This form and a written evaluation must be completed and submitted to the Department Chair or School Director by the following deadlines:

December 2016 Graduation: September 30, 2016

May 2017 or August 2017 Graduation: February 20, 2017

December 2017 Graduation: October 2, 2017

Hixson-Lied College of Fine and Performing Arts

**Thesis Project
Evaluation Form
2016-2017**

Please print

Student's name: _____ Graduation date: _____

Thesis title: _____

Please attach a written evaluation to this form. The justification or rationale for the rating given below must be based on the following:

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Overall Rating (circle one): Excellent Very Good Good Fair Poor

Signature _____ Date _____

Check one: Thesis Supervisor _____ Second Reader _____

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