Helpful Information for Honors Thesis Students

Units
Honors thesis students enroll in ten units of thesis work over the course of their senior year. Art History students register for ARTHIST 297 Honors Thesis Writing, Film & Media Studies students register for FILMSTUD 297. Students must enroll in at least two, but no more than five units each quarter during senior year (fall, winter, and spring). Five units of thesis prep may be counted towards the student’s concentration area. These units will be graded with an “N” grade throughout the year and retroactively assigned the grade granted to the final thesis project after the project is turned in.

Library privileges
Honors thesis students are granted special Art Library privileges to aid them in their research. Students can apply for a reserve shelf in the art library upon having their proposal passed. They are also eligible to check out up to three Art Library books for seven days at a time on a quarterly renewable proxy card.

Honors Director
The Honors Director is an Art & Art History department faculty member overseeing the program. Students can reach out to the Director for guidance at any time during the process. Students interested in developing a proposal, applying for UAR grants, needing coordination with their faculty adviser, looking for outside feedback on their work, or unsure of deadlines can contact the Honors Director via email or in person by appointment. Once accepted into the honors program, students should plan to meet with the Honors Director once at the end of their junior year and at least once at the start of each quarter senior year.

Writing Specialist, Hume Writing Center
The A&AH Writing Specialist and the Hume Center for Writing and Speaking works with undergraduates interested in and already writing honors theses. The specialist and tutors at Hume are happy to work with honors students writing theses and proposals throughout the year, in conjunction with students’ advisers. Students will want to meet with the WS and schedule meetings with tutors to discuss ideas, research and writing strategies and to discuss drafts of their work. Former thesis students strongly
recommend the value of meeting regularly with someone for writing help and meeting regularly with other honors students to develop a support network.

In addition to assisting students with traditional writing issues (such as clarifying argument and thesis, framing research, improving transitions or providing revising strategies), writing consultants at the Hume Writing Center also work with students on scheduling and planning, how to stay motivated, overcoming writer’s block, outlining and organizing sections of thesis, and assessing a writing schedule for the honors thesis.

The HCWS also holds Honors Thesis Bootcamps. Here, students are provided with a space to get motivated and write. Included is a brief opening session to discuss goal-setting and motivation strategies for working on the thesis. The HCWS provides a quiet place to work and a writing tutor who can answer questions about writing or talk with students about specific sections of the thesis. Snacks and drinks will be available.

**University-Wide Resources**
Undergraduate Advising and Research (UAR) has excellent resources for students writing honors theses including workshops, consulting services and overall advice. They will also read drafts and help students with any part of the honors writing process, beginning with the proposal and conceptualizing of the project. For more information about specific programs consult the UAR webpage: [http://ual/ARS/help_writing/WritingProject.html](http://ual/ARS/help_writing/WritingProject.html)

**UAR grants**
Undergraduate Advising and Research (UAR) issues grants of up to $7000 to students in need of funding to assist them in pursuing research projects. The grants can pay for a variety of research-related expenses, including room and board, travel to field sites, and assorted supplies, fees, and equipment. Due dates for applications and funding amounts vary. The Majors Grant deadline is typically close to the thesis proposal deadline, so please plan ahead! For more information consult the UAR grant page: [http://ual/OO/research_opps/Grants.html](http://ual/OO/research_opps/Grants.html)

**Evaluation**
Completed theses are due at the beginning of the seventh week of the student’s final quarter at Stanford. Students should turn in four completed copies of the thesis: one to their adviser, one to their reader and two to the Undergraduate Coordinator to be kept on file in the Art & Architecture Library and University Archives. Although the thesis adviser assigns a letter grade to the completed work, both faculty readers must
approve the thesis for honors before the student is qualified to graduate with that distinction.

**Awards**
Exceptional honors theses may be nominated for the university-wide Robert M. Golden Medal for Excellence in the Humanities and Creative Arts. The Robert M. Golden award distinguishes students completing honors projects in the humanities or creative projects in the fine arts. The medalists each receive an engraved bronze medal, citation, and check at an awards ceremony.