University of New Haven Honors Program

**Honors Thesis Proposal Form**

**Student Name**: Click here to enter text.

**University E-mail**: @unh.newhaven.edu

**Major**: Click here to enter text. **Major 2**: Click here to enter text.

**Graduation Date (Fall or Spring/Year)**: Click here to enter text.

**Thesis Advisor**: Click here to enter text. **Department**: Click here to enter text.

**Type of Thesis Track:**  Choose an item.

**Project Title**: Click here to enter text.

**THESIS PROPOSAL**: Consult with your advisor about the proper style and format for your discipline, but be sure to include:

* A preliminary title (this may change later)
* An introduction that describes your project and its importance or potential implications
* A discussion of your research questions and, if appropriate, the hypotheses you plan to test. For creative projects explain the concepts or ideas you plan to explore in your work.
* A description of your proposed methodology
* A Literature Review of at least 10 book or articles relevant to your project
* A timeline that lays out the stages of your project until completion
* A bibliography formatted according the requirements of your discipline
* A budget request for funding, if necessary.

**If your project will involve human participants or data from animal subjects, then you will need approval of from either the university IRB (for humans) or IACUC (for animals).**

My project will need IRB approval: yes  no

My project will need IACUC approval: yes  no

I have begun the process of acquiring IRB or IACUC approval: yes  no

|  |  |  |
| --- | --- | --- |
| Signature of Student | Date | Name (Printed) |
| Signature of Thesis Advisor | Date | Name (Printed) |
| Signature of Department Chair | Date | Name (Printed) |
| Signature of Honors Program Director | Date | Name (Printed) |

***DEADLINE*: March 15th for those graduating in January; October 15 for those graduating in May.**

**DIRECTIONS AND EXPLANATIONS**

**Thesis Tracks:** Please refer to the [Honors Thesis Guidelines](https://mycharger.newhaven.edu/documents/10354/104303/Guidelines+for+the+Written+Honors+Thesis+and+Presentation_2017.pdf/2a751e49-5259-40ca-aad4-e76d9685a446).

**Abstract**: Describe your project in one or two paragraphs. Include a description of the importance of your project. What contributions to our knowledge does it make? What are its possible wider implications?  
  
**Preliminary Hypothesis**: Empirical projects will involve testing hypotheses by means of experimentation. If you will be completing an empirical project, discuss your early hypotheses.   
  
**Literature Review**: Review and discuss ten books and/or articles related to your topic. The precise format for this section varies by disciplines and topic, but you might discuss relevant theories, methodologies, variables, policies, or arguments found in your literature. This should take the form of an organized narrative, not an annotated bibliography.  
  
**Methodology**: Your thesis can take many forms, empirical/analytical, creative, service-learning, study abroad, or professional. Make clear in this section what kind of thesis you are proposing and describe your proposed approach, materials, and/or procedures.   
  
**Timeline**: Describe the stages of your project and indicate deadlines you have set for the completion of each step.   
  
**Budget**: If you are requesting funds for thesis support, include a document detailing what you are requesting on the online application. Students are eligible for up to $150 in thesis support funding, but may be able to receive more depending on the availability of funds. On your request, be sure to include:  
• A list each resource or service for which you are requesting funds  
• The cost of each  
• A brief explanation why each is necessary for completion of your Honors Thesis  
• If you have research expenses that will not be covered by $150.00, please also list separately, including the cost of each.

Note:  
• The Honors Program encourages academic departments to contribute funds in support of their students’ research. Please have the Chair of your department review this application for funds and indicate in the space below the amount of funding the department will contribute.

• Upon approval, students should make all purchases via their lab or department. Only items that have to be purchased in-person may be bought personally.

• Resources already in the possession of the University of New Haven that are regularly available for student use may not be included in the budget. Your budget may not include printed materials that may be accessed through the University of New Haven Library or through Interlibrary Loan.

**References**: Include a bibliography of all the sources used to write the proposal. Consult with your advisor about the proper citation format about whether to use endnotes or footnotes.   
  
**Internal Review**: All research involving human subjects must be approved by the university’s IRB; research involving animals must be approved by the IACUC. Students need to submit their paperwork for approval as soon as possible after finalizing their methodology. Consult with your thesis advisor and home department for the procedures to obtain these approvals.   
  
**Department Guidelines**: Some departments develop more specific requirements for thesis proposals and have deadlines earlier than those required by the Honors Program. Consult with your thesis advisor and department chair to see if your department has a separate set of guidelines.