



## SENIOR THESIS DEADLINES - 2017-18

In the preparation of your honors essay, please observe the following deadlines. If by the nature of your work you must deviate from the date for the submission of completed work, it is your responsibility to have secured the permission of your thesis advisor and of the History Department. If you have any questions about these deadlines, please discuss them with your advisor or with the Department Chair, Sean Redding ([sredding@amherst.edu](mailto:sredding@amherst.edu)).

**FRI SEPT 8, 2017**

**PROPOSAL DUE:** One page proposal, submitted via the History department's website by 4:00 p.m.:  
<https://www.amherst.edu/academiclife/departments/history/about/honors/honors-proposal-form>.

**MON DEC 4, 2017**

**SUBMISSION DUE:** One completed chapter, précis, and bibliography to be given to thesis advisor.

**TUES FEB 20, 2018**

**FIRST DRAFT DUE:** First complete draft due to the thesis advisor.

Shortly after this date, Tracie Rubeck, History's office administrator, will begin coordinating students and faculty schedules in order to assign reading committees and schedule oral examinations. To do so, she will need each student's (1) thesis title; (2) time availability (via Doodle poll); and (3) the names of two potential thesis readers. If you have not already spoken to someone who has agreed to be a reader, the department will assign them for you.

**TUES MARCH 27, 2018**

**THESIS DUE:** Students are responsible for delivering copies of their thesis to their advisor and readers before 2:00 p.m. The Registrar's office has formatting and submission guidelines, including a mandatory cover sheet indicating the student's preferences for the thesis's distribution:  
[https://www.amherst.edu/academiclife/registrar/quick-links/thesis\\_guide](https://www.amherst.edu/academiclife/registrar/quick-links/thesis_guide)

**APRIL 11-20, 2018**

**ORAL EXAMINATIONS:** Oral examinations, each an hour long, will be scheduled, according to faculty and student availability, over these 10 days. Barring overlaps, most will take place in the Halsted Lounge (Chapin 19).



**THURS APRIL 26, 2018**

**FINAL SUBMISSION TO REGISTRAR/HISTORY ADC:**

Students will be responsible to incorporate the changes or corrections in their theses suggested during the oral examination and to submit final, corrected copies, both bound and electronic, to the Registrar's office (the official college copy) and to Tracie Rubeck in the History Department Office. All copies should include the cover sheet with the student's distribution preferences.

Electronic copies should be submitted as a PDF attachment to (1) <https://www.ats.amherst.edu/thesis>. (Registrar copy) and (2) Tracie Rubeck, [trubeck@amherst.edu](mailto:trubeck@amherst.edu) (History copy).

Please check with your advisor to see if they\* would like a copy (i.e., a third copy) and, if so, their preferred format (bound or electronic).

*Please Note:* It is essential for all to observe these deadlines in order for the Department to meet the College's deadlines for prize recommendations, Latin honors recommendations, and final grades.

**TUES MAY 1, 2018**

**END-OF-YEAR CELEBRATION:** At 4:30 p.m., the department gathers in the Chapin Lounge to allow juniors to talk with honors candidates about their process and progress through the year. We then retire to Bertucci's for pizza and celebration.

\*: Singular use of "they."