

# ART HISTORY AND ARCHAEOLOGY MASTERS THESIS APPLICATION FORM

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NAME

MA PROGRAM

EMAIL

Name of Faculty Advisor: \_\_\_\_\_

Signature of Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Faculty Consultant(s) (up to 2): \_\_\_\_\_

*(If you will be in regular communication with any additional faculty members throughout the thesis writing process, please write their name(s) in the field above. This is an option, **not** a requirement for the Thesis.)*

Title of the Thesis: \_\_\_\_\_

Begin Thesis: (Circle one)                      fall                      spring                      Year: \_\_\_\_\_

**Please, attach a one-page proposal (400 words) outlining the subject, the goals, and the methodology of the Thesis.**

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## THE FINE PRINT:

*Your topic and advisor are approved only when a faculty member signs the form, thereby agreeing to be your advisor. Note that this form is only an application form, and therefore, any faculty member to whom it is submitted may either decline to be your advisor **or** require that you resubmit your proposal with suggested changes, before agreeing to sign this form.*

*Students should begin formulating their thesis topic and meeting with faculty in the semester prior to the semester in which they intend to begin researching their thesis. During the summer or winter breaks (according to thesis start date), students should prepare a thesis proposal to attach to this form and submit the form and proposal to the MA Program Coordinator no later than the first week of classes in the semester in which they intend to begin research.*

*The forms will be distributed to the appropriate faculty members for review. Students should contact their intended advisors during the first two weeks of classes to discuss their proposal. In some cases faculty members may choose to contact students directly regarding their proposals and to schedule appointments. The MA Coordinator will make students aware of individual faculty members who wish to contact students rather than be contacted by students. If you are unsure of your advisor's wishes, please contact the MA Program Coordinator.*

*All students should remember that AHIS G9900 "MA Thesis" is a required course that must be registered for in the first and second semesters during which the thesis is completed. When planning your courses, it is imperative that you remember to choose an RU that permits you to register for the Thesis course. In most cases, students will not have confirmation of their advisor until after the change of program period, and so the department will register students for the appropriate thesis section.*

*Begin the thesis process early! Any student who does not have a confirmed advisor and topic by the fourth week of the first semester of the thesis should consider putting off their thesis until the following semester. The department does not advise students to proceed with research and writing until they have a confirmed advisor as the thesis cannot be read or approved without one.*

*Please submit the signed form to the MA Program Coordinator in 826 Schermerhorn Hall.*