Instructions for the Student: You and your advisor should sign this form. Make three additional copies: your advisor keeps one, you keep one, your Honors 499 professor gets one, and the other should be turned in to the Honors Program Office.

HONORS THESIS STUDENTS:
Please read the following list of expected duties, provide your contact information, and sign below.

As an Honors thesis student (in Honors 498), I am expected to:

- Attend ALL sessions of Honors 498 unless an absence is approved by the professor in advance;
- Meet ALL deadlines set forth by the Honors 498 professor unless an extension is approved by the professor in advance;
- Select a thesis topic (click here);
- Carefully select a departmental advisor who has expertise in a field related to the chosen thesis topic;
- Identify and read all relevant sources related to the chosen thesis topic;
- Maintain frequent and productive contact with the chosen departmental advisor (including a minimum of four meetings per semester);
- Meet ALL deadlines set forth by the departmental advisor, including scheduling meetings;
- Provide drafts of the thesis proposal and the thesis to the departmental advisor in a timely manner so that he/she has enough time to provide useful feedback each semester;
- Contact the Honors 498 professor with any problems or concerns regarding your thesis proposal, thesis, or advisor;
- Produce a thesis proposal and thesis in accordance with the grading rubrics provided by the Honors 498 professor (available on the Honors Program website: click here).

Student Information:
Name: ___________________________________ Email: ___________________________________
Major: __________________________________ Year: ________________________________
Proposed Thesis Topic: __________________________________________________________
                                                                                         __________________________________________________________
                                                                                         __________________________________________________________

Signature: _______________________________________________________________________

PLEASE KEEP A COPY OF THIS CONTRACT FOR YOUR RECORDS!
HONORS THESIS ADVISORS
Please read the following list of expected duties, provide your contact information, and sign below.

As an Honors thesis advisor, I am expected to:

- Aid the student in developing his/her research questions, topic, and methods in accordance with the academic field.
- Respond to student queries in a timely manner.
- Meet with the student at least four times per semester.
- Provide feedback on the sources chosen by the student, and provide suggestions for how to locate more relevant sources if necessary.
- If the student is doing an experimental thesis: teach the student how to run the experiment and/or guide the student through the experimental process.
- Read at least one draft of the student’s working bibliography (Honors 498) and thesis proposal (Honors 498).
- Provide timely and useful feedback on the student’s thesis proposal and thesis.
- Contact the Honors 498 professor or HP with any problems or concerns regarding the student or the thesis.
- At the end of Honors 498, sign off on the Thesis Proposal and evaluate the student’s progress using the Senior Thesis Proposal Grading Rubric form provided at: http://www.coastal.edu/honors/thesis.html

Advisor Information:

Name: _______________________________ Department: __________________________
Office: ___________________ Extension: ______ Email: ________________________

Signature: ____________________________________________