GRADUATION PACKET

Master of Arts in Writing Program
English Department
Coastal Carolina University

Contents:
I. Timeline .............................................................................................................................. 1
II. The Final Portfolio .......................................................................................................... 1
III. The Thesis Proposal .................................................................................................... 2
IV. Thesis Proposal Form .................................................................................................. 3
V. Thesis Requirements .................................................................................................... 4
VI. Graduation Application Forms ................................................................................... 5
I. Timeline

For a December 2014 graduation (Dates subject to slight alteration):

March 1, 2014 – Select a topic and committee (thesis director and second reader), and begin early reading.

March 19, 2014 – Register for spring classes (you may register for ENGL 698, but your eventual enrollment is contingent upon an approved thesis proposal).

April 1, 2014 – Complete and submit the graduation application to the MAW Coordinator (forms are included in this packet and are available online at: www.coastal.edu/registrar/forms/ApplyforGradDegree-Graduate.pdf).

April 15, 2014 – Complete and submit the thesis proposal to the MAW Coordinator.

Early August, 2014 – Begin focused work on the thesis project.

December 4, 2014 – Submit the final portfolio—which includes a self-assessment paper, the revised final version of the thesis, and a piece of analytical writing completed during the program—to the MAW Coordinator.

II. The Final Portfolio

In order to fulfill the graduation requirements, students will submit to the MAW Coordinator a final portfolio. This portfolio contains three components:

1. A 7-15 page (double-spaced) self-assessment paper in which you analyze your learning/writing/revising process and how your program coursework is evidenced in your thesis.

2. The final, revised thesis (at least 50 double-spaced pages of original, polished work).

3. Another piece of analytical writing you produced during the program. This paper should demonstrate an understanding of critical and theoretical approaches to a specific genre of writing.

These components should be chosen in consultation with your thesis director.
III. The Thesis Proposal

In this proposal, you will provide a persuasive, specific, and feasible explanation of your thesis project. Although the exact format for your proposal will be developed in consultation with your thesis director, it is expected that all proposals will contain the following elements, each designated with a subheading: (1) a working title that speaks to the focus of your project, (2) a statement of purpose clarifying what it is you hope to write, study, ask, or examine, (3) a methodology section in which you explain how you will execute this project, (4) an explanation of the significance of this project, (5) an annotated reading list/bibliography of texts you plan to consult, and (6) a sample of work representative of your proposed thesis project (ex. 5 to 10 pages of poems or 10 to 15 pages of prose). Proposals usually range from 2-4 pages in length, single-spaced—not including the reading list/bibliography or the sample of work.

Other considerations:

- Students who intend to take ENGL 698 during the fall must submit a completed, advisor-approved proposal (with annotated bibliography and sample of work) to the MAW Coordinator by: April 15
- Students who intend to take ENGL 698 during the spring must submit a completed, advisor-approved proposal (with annotated bibliography and sample of work) to the MAW Coordinator by: November 15
- On the proposal form (next page), be sure to fill out the names of the proposed thesis director and second reader.
- Edit and proofread the proposal.
- All proposals must be approved by the English Graduate Committee.

Thesis Proposal Checklist:

- Consult with your thesis director and second reader
- Draft a proposal that at minimum includes the first four elements underlined above
- Include an annotated reading list/bibliography
- Revise draft with thesis director
- Select a writing sample
- Print proposal form (next page)
- Fill out the proposal form with information specific to your thesis proposal
- Submit your proposal and completed proposal form to the MAW Coordinator for review by Graduate Committee before date listed above.
IV. Thesis Proposal Form
Master of Arts in Writing, English Department, Coastal Carolina University

Students in the Master of Arts in Writing program must enroll in ENGL 698: Thesis Research and complete a final thesis in order to graduate. Students must finish at least 18 hours of graduate coursework before enrolling in ENGL 698. Students who intend to register for ENGL 698 should approach two faculty members the semester prior and request that they serve as advisors (one as thesis director and one as second reader) throughout the thesis-writing process. Students should meet with each advisor to discuss the thesis proposal and research plan. Students should then register for ENGL 698 (this enrollment is contingent upon the eventual approval of the thesis proposal). Students must then write a 2-4-page (single-spaced) thesis proposal, attach to the proposal form an annotated reading list/bibliography and a sample of work representative of the proposed thesis project, obtain the approval of both advisors, and submit the proposal to the MAW Coordinator. Once the English Graduate Committee has approved the thesis proposal, then the student’s ENGL 698 registration is official.

Students who intend to take ENGL 698 during the fall must submit a completed, advisor-approved proposal (with annotated bibliography and sample of work) to the MAW Coordinator by: April 15

Students who intend to take ENGL 698 during the spring must submit a completed, advisor-approved proposal (with annotated bibliography and sample of work) to the MAW Coordinator by: November 15

A proposal must already be approved by both advisors before the committee will consider it. Students who wish to take ENGL 698 during the summer must request permission from both advisors and the graduate Coordinator.

STUDENT’S NAME____________________________________________________

THESIS GENRE (Check One)
Creative Nonfiction [ ] Fiction [ ] Poetry [ ] New Media / Multimodal [ ] Rhet / Comp [ ]
Linguistics [ ] Business / Professional Writing [ ] Other: ____________________________ [ ]

MANUSCRIPT TITLE ______________________________________________________

THESIS DIRECTOR________________________________________________________

SECOND READER__________________________________________________________

ANTICIPATED GRADUATION DATE______________

SIGNATURES:
Student: _______________________________ Date: __________
Thesis Director: __________________________ Date: __________
Second Reader: __________________________ Date: __________
Graduate Coordinator: ____________________ Date: __________
V. Thesis Requirements

Once registered for ENGL 698, a student must:

- Write at least 50 pages of original, polished work (for a three-hour thesis) on the topic approved in the proposal
- Attend all scheduled meetings with advisors
- Revise work as necessary based on suggestions and conversations with advisors
- Write a self-assessment (7-15 double-spaced pages) about the learning/writing/revising process
- Submit to the MAW Coordinator a final portfolio that includes 1) the final, revised thesis, 2) the self-assessment paper, and 3) an additional sample of work that demonstrates an understanding of critical and theoretical approaches to a specific genre of writing

ENGL 698 is a three-credit course and should be completed in one semester. If more time is needed to complete the thesis, a student may register for an additional semester of ENGL 698 and receive a total of six credits. The two semesters should be taken consecutively and the advisors must also agree to this timetable.

With the approval of the thesis director and the MAW Coordinator, a student may register for two concurrent sections (six credits total) of ENGL 698. A six-credit thesis must consist of at least 100 pages of original, polished work on the topic approved in the proposal.

When the thesis is complete, it must be approved by both advisors and then submitted to the MAW Coordinator for final approval by the English Graduate Committee. Once the committee has approved the thesis, the thesis director will submit a final grade for ENGL 698.