

Stanford University
Sociology Department
Honors Thesis Submission Form

Final thesis submission date: Noon on Monday, May 16, 2011, to the Sociology Office

THESIS ADVISORS: Please see next page for more information

STUDENTS:

Formatting: The title page should include your name, your advisor's name, the title of your thesis, the date you are submitting it to the Sociology Department, and should indicate that it is an honors thesis in Sociology at Stanford University. You do not need to include spaces for signatures. All pages should be numbered and you must include a bibliography or "works cited" section. Otherwise, there are no special format requirements for Sociology theses; you must communicate with your advisor as to any other requirements such as footnotes, endnotes, table of contents, figures and tables, etc.

Submission to Advisor: Your honors advisor should receive a completed draft of your thesis at least 2 weeks prior to the thesis due date for their final evaluation. Please communicate directly with your advisor as to when he/she wants the first draft to allow ample time for review and revision. Once the advisor has reviewed your initial draft, provided suggested changes, and you've revised your thesis as needed, you are then ready to submit the final draft to the Sociology Department.

Submission of Final Draft: Please print this form and submit a completed, signed copy with your final thesis. When submitting your thesis, please make **FOUR BOUND COPIES** (your choice of binding). Provide **ONE BOUND COPY** to your thesis advisor along with the submission form for his/her signature. Then submit the remaining **THREE BOUND COPIES**, along with this completed form signed by your advisor, to the Sociology Office. One copy is for the Sociology library, one for the Green Library, and one for submission to the Dean's Office in the event your thesis is nominated for a prize. *In addition, please submit a copy of your final thesis as a pdf to the Sociology undergraduate student services office.* This version can be forwarded to prize committees and, with your permission, posted on the Sociology website (see below to grant or withhold permission). Partial reimbursement for printing costs may be available; please consult the director of the honors program for more information.

<p>To be completed by the student:</p> <p>Student Name: _____</p> <p>Thesis Title: _____</p> <p>Thesis Advisor Name: _____</p> <p> Advisor Department: _____</p> <p> Advisor Office Location (Building and Room Number): _____</p> <p> Advisor Email Address: _____</p> <p>I ___ give / ___ do not give permission for this thesis to be posted, in pdf format, on the Sociology website.</p> <p>Student signature: _____ Date: _____</p>
<p>To be completed by the advisor: <i>(Please see next page for additional information on grading, etc.)</i></p> <p>I ___ attest / ___ do not attest that the submitted thesis represents honors quality work (A- or better).</p> <p>Advisor signature: _____ Date: _____</p> <p>Printed Name: _____</p>
<p>To be completed by Sociology office staff:</p> <p>Thesis Received (Date and Time): _____</p> <p>Received by (print name, and initial): _____</p> <p>Director of Undergraduate Studies signature: _____</p>

Information for Sociology Thesis Advisors:

Thank you for advising the attached honors thesis. We know that advising original, independent undergraduate research is very demanding. Our honors students almost invariably find the thesis to be the most academically fruitful experience of their undergraduate careers, in large part because of the close mentoring they receive from their advisors. We hope that you, too, have found your role in this project rewarding. Your role is not yet complete, however; the following information should help you in the final stages of the process.

Grading: For Sociology theses, the advisor determines the grade for the thesis. Please enter your grade for the student in Axess for Spring quarter; the Registrar's Office will convert the grades of "N" that you have entered for previous quarters to the final grade. Please note that this may take several weeks. As with all grades for graduating seniors, the grades for theses are due in Axess by noon on the Thursday after exams end. A grade of A- or better is required for the student to graduate with honors.

Feedback: While you have already provided a great deal of feedback to the student, we strongly encourage you to provide the student a final assessment of the thesis's strengths and weaknesses. This assessment should serve not only to justify the grade, but to guide the student in future work on this project or related research.

Honors Colloquium: Our honors students will present their theses to the public at our annual Senior Colloquium. We hope you will make every effort to attend; further details of the day's program will be forthcoming.

Thesis Prizes: If you believe this thesis is deserving of the University Firestone Medal (presented in recognition of outstanding honors theses in the social, natural, or physical sciences, or in engineering), the Golden Medal (recognizing outstanding honors projects in the humanities and creative projects in the fine arts), or the award for outstanding honors thesis in Sociology, please send a letter of nomination to Michael Rosenfeld, Director of the Sociology Honors Program, via e-mail: mrosenfe@stanford.edu. Please send your nomination letter by **May 23, 2011** so that we may forward the nomination to the Dean's Pool in a timely fashion.