

**Department of Religion**  
**M.A. THESIS OPTION PROCEDURE**  
**History and Philosophy of Religion**  
**&**  
**Judaic Studies**

## **1. THE FIRST STEP**

In order to transfer from the course intensive/non-thesis option to the thesis track, a student must discuss her/his intention with the Graduate Program Director (GPD) for that program. Normally students who wish to transfer to the thesis option should have a **3.7 GPA** or higher. The student should be prepared to discuss their thesis research topic with their GPD to determine whether or not it is a feasible option for the student. If it is, the GPD will review with the student which faculty member is best suited to supervise the project. The student then contacts the potential supervisor to see if s/he is interested in working with the student on the proposed thesis.

## **2. PRELIMINARY THESIS PROPOSAL**

Having secured a tentative agreement from and having had a single initial meeting with the potential supervisor, the student must formulate a preliminary thesis proposal, following the guidelines below. The preliminary proposal will be prepared independently by the student (without help from the potential supervisor) and submitted to the potential supervisor. The potential supervisor will provide comments on the student's proposal and forward it to the Department of Religion Graduate Studies Committee for their approval.

Two components are required for an acceptable preliminary thesis proposal:

- 1) A brief (500 word) statement of the thesis project, including key issues or questions to be developed and methodology.
- 2) A sample bibliography (between 15 and 30 items).

## **3. FULL THESIS PROPOSAL**

If the preliminary proposal is approved by the Department of Religion Graduate Studies Committee, the student may move forward to prepare a full thesis proposal. The proposal may range from 1,500 to 3,000 words and should be undertaken in consultation with the supervisor. This proposal will have the same two components as the preliminary proposal -- with modifications as desired or necessary and further elaboration, especially with regard to methodology -- and will in addition include an outline of the chapters of the thesis. Once the full proposal is approved by the supervisor, it is forwarded to the Department of Religion Graduate Studies Committee for their feedback and final approval. Transfer from the course-intensive to thesis option takes place after approval of the full thesis proposal by the Department of Religion Graduate Studies Committee.

### **Note:**

M.A. students must present a full thesis proposal within 6 months after completing their last course (or comprehensive exam, if comps are part of their program requirements); otherwise, they will remain in and complete the non-thesis/course intensive programme.