Department of Chemistry Undergraduate Thesis Timeline and Requirements (Updated October, 2013)

Requirement for Application to the Chemistry Thesis Program

- 1. Must have at least one semester or summer of research *prior* to senior year; one year of prior research is common.
- 2. Must have been on the Dean's List at least *twice* by the senior year. In rare cases, a student who has been on the Dean's List fewer times but who has the strong backing by a faculty advisor and the department chair can appeal to the Dean of Undergraduate Education to waive the Dean's List requirement.
- 3. To write a thesis in chemistry, the student must be majoring in chemistry, biochemistry, or chemical physics.
- 4. Application of admission to the Chemistry Thesis Program should be submitted to the Chemistry Department Main Office in the spring of the junior year, but it must be received no later than September 30th of the senior year. The research director* must sign the application form indicating his/her approval. The Department will evaluate the application and notify the student if she/he is admitted into the thesis program.

Prior to Senior Year

Perform at least one semester or summer of research (required)
Register for CHEM 0195 for the first semester senior year (one course credit)

Senior Year Fall Semester

All year: Attend departmental seminars (recommended, but optional)

September: Continue with research. Commit to perform at least 20 hours of research per week during the senior year.

Submit application form to the Department Main Office. The research director* must sign the application form indicating his/her approval. "Application of Admission to the Chemistry Thesis Program" form must be received in the Chemistry Department Main Office office by Sept. 30.

October: Set up a thesis committee consisting of a **minimum of two readers** from the department. The research director must be a member of the committee, and will usually chair the committee. A third committee member can be chosen from either inside or outside the department.

Have a planning meeting with the committee by the end of October (recommended, but optional).

November: Submit the university form to be enrolled in the Honors Thesis Program. "Thesis Honors Candidate" form must be received in Dowling by mid

November.

December: Begin writing thesis, especially introductory section(s) during the break

Senior Year Spring Semester

January:

Have a progress meeting with the committee in January. The student should make a 20 minute presentation of research progress followed by a Q&A and planning discussion. (This meeting is mandatory: a **form must be filed** with the department indicating that the meeting has taken place and that progress toward the thesis is satisfactory).

March:

Schedule the thesis defense with the committee. Reserve a room with the Chemistry office and give them a title. The defense is public, announced by the office one week in advance, and the defense **must be completed before final exams begin in May.** The defense may take place shortly before or during the Reading Period.

Submit a draft of your thesis to your research director for editing and general approval.

April:

Submit final thesis to the committee at **least two weeks before the defense** date.

Give the defense seminar on the scheduled date. The seminar should be 30-45 minutes, should include some introductory information so that the audience can understand the context of the research, and should be presented at a level understandable by a chemically literate general audience. After the public defense, the committee may question the student privately.

Deposit the thesis with the Tisch Library (formatting restrictions apply: http://dca.tufts.edu/ua/policies/senior.html).

General information is available here: http://uss.tufts.edu/arc/writingresources/thesis.asp

^{*} If the research director is not a chemistry faculty member then a department faculty member must also serve as co-advisor and also sign the form.