**Thesis Proposal Approval Form**

*Please type in this form. E-signatures or typed full names will be accepted as signatures.*

*When completed save this form as a docx file with the name formatted in the following way: Lastname\_FirstName\_Approval (e.g. “Bednar\_Steve\_Approval.docx)*

Student Name:

Project Title:

The Student’s signature indicates that they will continue to attend Honors Program workshops and meetings related to the thesis and understands and agrees to comply with Honors Program thesis requirements.

Student signature: Date:

The Faculty Mentor’s signature below indicates approval of the project described in this proposal, understanding of Honors thesis mentor expectations, and agreement to serve as mentor for the full thesis project.

Faculty Mentor name:

Faculty Mentor signature:

Date:

The Department Chair’s signature below indicates they have seen the thesis proposal abstract, timeline, and budget and that the Chair agrees the project is suitable for the major and completable in the allotted time.

Department Chair name:

Department Chair signature:

Date:

*Note: If this is an interdisciplinary project that is counting for credit in more than one major, a second department chair’s signature should be included.*

Does this project involve human subjects? Yes [ ]  No [ ]

If this project involves human subjects, has a proposal been made to Elon’s Institutional Research Board? Yes [ ]  No [ ]

If yes, when was it submitted and has it been approved? Yes [ ]  No [ ]  Date of approval

If not, when will it be submitted?

**Project Abstract (400 words maximum)**

**Briefly answer the following. Answers are limited to 500 words each.**

Describe past and future classes/experiences that give you a background suitable to undertake this project.

How is the project related to your educational, professional, and/ or life objectives?

Provide a brief summary of the qualifications that make your faculty mentor suitable to supervise this project. *Some examples are: your mentor has conducted research in this area, teaches a class on or related to your topic, has experience with the methods you will use, has worked with human or animal subjects before.*

**Thesis Feasibility Report**

Please include a brief general timeline of when you will complete major tasks and a budget of anticipated expenses. This should make it clear to the Department Chair and to the Honors Advisory Council that your proposal can be completed at Elon over the next year or two. We understand that things may change, but you must have a general plan. For example, a red flag would be that you are going to collect data in the spring of your senior year.

**Timeline**.

Outline the next 3 or 4 regular (fall and spring) semesters (depending on when you turn in your proposal), including the amount of HNR 4998 hours you anticipate taking (8 hours are required and at least 4 over senior year) and the thesis research and writing goals for each semester.

**Fall I:**

4998 Hours:

Goals:

**Spring I:**

4998 Hours:

Goals:

**Fall II:**

4998 Hours:

Goals:

**Spring II:**

4998 Hours:

Goals:

Participation in SURE does not substitute for 4998 research hours. SURE can be used to enhance your existing Honors Thesis or for conducting research apart from your thesis.

You must register and pay tuition for any 4998 hours taken over the summer. We cannot assure that overload credits due to 4998 hours will be waived.

**Budget:**

Include an itemized list of equipment, facilities, materials, travel, etc. that you will need to complete this project. You may receive up to **$1,000** in fund from the Honors program, but please include any additional funds needed for your thesis and your plan to cover them (e.g., grant-in-aid through URP, Lumen).

All funds must be used specifically and primarily for the thesis research (and therefore do *not* include expenses such as extra copies of the thesis, food for meetings, or gifts for mentors). *Any equipment purchased remains at Elon after your graduation*. You may include travel necessary to conduct and/or present research. For this form you can estimate the overall cost for a particular trip, rather than breaking down the separate costs for registration, airfare, etc. You must submit original receipts to Emily Moser and follow university guidelines to be reimbursed for approved expenses. Contact Emily if you have questions.

Budget Item 1:

Budget Item 2:

Budget Item 3:

Budget Item 4:

Budget Item 5:

Budget Item 6:

Budget Item 7:

Budget Item 8:

Budget Item 9:

Budget Item 10:

Budget Item 11:

Budget Item 12:

Total Amount of Honors Funds Anticipated:

Total Amount of Additional Funds Anticipated (Lumen, internal and external scholarships, etc):