

Psychology Thesis Timeline (rev. 9/12/24)

Fall 2024

Welcome to the senior honors thesis process!

The dates listed below are guidelines for completing a Psychology Honors Thesis. A few of the dates are firm, non-negotiable deadlines set by the department and are designed to help keep your thesis work on schedule. The remaining dates are provided as *suggestions* to help you manage the task of conducting a year-long research project from conceptualization to completion. These are intended to be markers that you discuss with your thesis advisor. An updated winter and spring schedule will be provided at the end of the fall semester.

Summary of non-negotiable thesis deadlines:

Wednesday, October 16, 2024, 4:15 pm: Proposal summary and suggested second readers.

Wednesday, December 4, 2024, 4:15 pm: Submit your final thesis *proposal* to your committee (i.e., your advisor and second reader).

Week of April 28th, 2025: Practice thesis talks

Week of May 5, 2025: Thesis talks

Monday, May 12, 2025, 4:00 pm: Submit **completed thesis** to your committee

Monday May 19, 2025, 4:00 pm: Submit final revised thesis for binding

DATE	Thesis expectations: Fall Semester
Early in semester	Set up a time for regular weekly meetings with your thesis advisor for the fall term; discuss an overview of the year with your advisor.
By Oct. 1 , for grants over \$350; rolling deadline for up to \$350	Submit an application to the Senior Research Project Supplement for up to \$1,200 by Oct. 1. Requests up to \$350 can be submitted throughout the year. Applications for amounts above \$350 require your advisor to write a one-page letter of endorsement. Application for amounts of \$350 or less requires your advisor's signature. For application and more information: go/srps or https://www.middlebury.edu/office/teaching-learning-research/student-resources/undergraduate-research/funding/senior-research-project-supplement
Wednesday Oct. 16 before 4:15pm	Submit to your advisor: <ul style="list-style-type: none"> • A two-page summary of your proposed project. Please include as much detail as possible about your project. Work with your advisor on this task so you can receive feedback and then revise in response to that feedback. • A list of two faculty members, one of whom will serve as a second reader. Each committee will have 2 members (advisor + 1 other faculty member). We will assign requested committee members when possible.
Monday Nov. 4	Suggested deadline for completion of a first draft of your thesis introduction (the first section of your proposal).

<p>Plan ahead: Prepare IRB or IACUC proposal</p>	<p>Submit proposal to IRB for approval to involve human participants. Fall submission deadlines can be found at go/irb</p> <p>Submit proposal to IACUC for approval to involve nonhuman species (go/iacuc; you need to be logged on to access):</p> <p>Discuss timelines with your advisor well in advance and consult college web pages for the appropriate committee information, forms, and schedule.</p>
<p>Early-mid November</p>	<p>Schedule a meeting with thesis committee to discuss proposed study. Confer with your advisor to decide whether to schedule a meeting before or after your proposal is submitted in early December. Prepare a short oral synopsis of your thesis introduction and your methodology to discuss at this meeting with your committee.</p>
<p>Wednesday Dec. 4 4:15 pm</p>	<p>Submit completed proposal including Introduction, Methods, and Proposed Data Analysis sections, in APA style, to each member of your committee.</p>