

**Tougaloo College**  
**Division of Education, Supervision and Instruction**  
**(601) 977-7744 (Division Office)**  
**(601) 977-6165 (Facsimile)**  
**2013-2014 SENIOR THESIS/PROJECT CALENDAR**

<u>Date</u>	<u>Activity</u>
September 18, 2013	Advisors meet with seniors in the Education Resource Center
September 25, 2013	Submit Draft Prospectus for Proposal for Topic of Senior Thesis/Project to Designated Advisor for Approval
October 1, 2013	Meet with Advisors for Correction
October 8, 2013	Final Submission of Prospectus for Proposal for Topic of Senior Thesis/Project to Designated Advisor
October 15, 2013	Turn into Advisor Chapter I - Introduction
October 25, 2013	Topic Due: Department Submits Topics to Commission on Writing
November 1, 2013	Chapter II – Review of Related Literature: Due
November 12, 2013	Meet with Advisors for Corrections
November 19, 2013	Chapter III – Methodology: Due
December 3, 2013	Final Draft of Thesis/Project to Advisor
January 21, 2014	Meet with Advisor and Designated (2) Readers
January 31, 2014	Submit Research Proposal to Internal Review Board
February 12, 2014	Meet with Advisor to Plan ,Perform and Collect Research Data
February 28, 2014	Chapter IV – Presentation of Data: Due
March 4, 2014	Meet with Advisor for Corrections
March 18, 2014	Chapter V – Summary, Conclusion, and Recommendation: Due
March 25, 2014	Submit Final Draft of Thesis/Project to Advisor
March 7-11, 2014	Senior/Thesis Week
March 7, 2014	Submit three Copies of Final Thesis/Project to Advisor by 3:00 .M. (No Exceptions. Must be bound Correctly – No Wire)

**REMINDERS:**

- Papers must be written in APA Style.
- No person shall be permitted to write the senior paper unless ALL parts of the English Writing Proficiency Exam are passed.
- Binding should be terminal with solid back and clear front to expose the title page.
- All students must have documentation of meeting their advisor on each date listed above. This documentation must be turned in to the Dean's office at the conclusion of each meeting date.
- If you do not meet with your advisors, you will NOT be allowed to continue the writing process.
- Copies of all senior thesis/project submissions must be also turned to the Dean's office.
- **IT IS THE STUDENT'S RESPONSIBILITY TO MEET WITH THEIR ADVISORS ON THE DATE ALREADY SCHEDULED AND POSTED, AND FOLLOW THE GUIDELINES FOR THE SENIOR THESIS/PROJECT TO STAY ON TASK.**