

## The School of Earth and Space Exploration Senior Thesis Application Process

The purpose of this document is to outline the application process for students interested in pursuing a senior thesis in the School of Earth and Space Exploration (SESE). The application form and a senior thesis contract that must be completed are attached. Please refer to the School of Earth and Space Exploration Senior Thesis Guidelines for an overview of the procedures, options, and requirements.

In all cases the following apply:

- To apply, all students must submit the following: the application form and thesis contract (attached), a curriculum vitae (CV), an unofficial transcript, and a statement of purpose outlining their research plans and listing any relevant previous research experience. The student must also include a summary from the faculty advisor detailing the research project as discussed. *Barrett students applying to use their Barrett thesis in place of the SES senior thesis option must follow these same application procedures/deadlines.*
- Students who meet the minimum eligibility requirements are not guaranteed approval for this opportunity. The SESE Undergraduate Oversight Committee reviews all applications for approval.
- Faculty members are not obligated to supervise a senior thesis, it is completely elective.
- Upon starting the work, the faculty member and student will enter into a contract (the form to be completed is included below) that lays out expectations on both sides and the consequences to the student if these expectations are not met; adequate progress to be defined by the faculty member must be maintained. If adequate progress is not made, the contract with the student may be terminated.

If applying to complete a senior thesis in lieu of the capstone sequence in their major, the following additionally apply:

- The thesis work needs to be completed for **both** semesters to be eligible to replace the capstone requirement, and those semesters must be served consecutively.
- To apply for this opportunity, the statement of their research plans and purpose included in the application must include a description of why replacement of the existing capstone classes (e.g., SES 410/411 or GLG 451/452) with this option is a necessary step.
- Students will receive letter grades for the senior thesis courses. It will be up to the discretion of the faculty advisor to use a plus/minus grading scale. If the student's research effort is not completed to the faculty advisor's satisfaction, this will result in an "E" grade for the class.
- Successful completion of the senior thesis according to the above provisions will replace the requirement to participate in the capstone sequence for their major (eg. SES 410/411 for ESE no concentration, Astrophysics, and Astrobiology/Biogeosciences students, GLG 451/452 for ESE Geoscience students).
- The application includes the following *caveat emptor*: If a student does not complete **both** semesters of the senior thesis, the student will still be required to complete **both** semesters of the capstone sequence, which could delay degree completion by one full academic year.

**Application for Undergraduate SESE Senior Thesis**

Name of applicant: \_\_\_\_\_ ID number: \_\_\_\_\_

Catalog Year: \_\_\_\_\_ Current Cumulative GPA: \_\_\_\_\_ Current Major GPA: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_  
Name Signature Date

Expected Semester Dates to Conduct the Thesis Work:

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Applicants must attach to this application the senior thesis contract, a copy of their CV, an unofficial ASU transcript together with a statement of their research plans and purpose. The application needs to include a statement from the prospective faculty advisor detailing the research project for the year.

Deadline for this application: March 1

Student's Signature and Date: \_\_\_\_\_

**Capstone Replacement Option:**

Please check this box and initial if you are applying to complete a ESE Senior Thesis in lieu of the capstone sequence in your major.

\_\_\_\_\_

By signing **above** the applicant understands that they are **required** to complete **both** semesters of the senior thesis work **consecutively** to be granted the exemption from taking the capstone classes. Failure to do **either** will result in the continued requirement to complete the capstone project to graduate. If approved, the applicant will need to sign up for SES 494: Undergraduate Thesis Preparation (3 credits) in fall and SES 495: Undergraduate Thesis (3 credits) in spring unless they are using a Barrett thesis in which case they will sign up for SES 492: Honors Directed Study and SES 493: Honors Thesis. The applicant also understands that before starting work they need to enter into a **contract** with the faculty member that lays out explicit expectations for conduct, adequate progress and participation. **Violation** of or **failure** to meet the terms of this contract will result in the **voiding** of this option and the continued need to complete the capstone classes. The student also understands that they will be required to complete a Senior Thesis Report and give a public presentation to complete the project.

**Senior Thesis Complete Application Checklist Items:**

- Application for Undergraduate Senior Thesis
- Senior Thesis Contract, signed by student and faculty advisor
- CV
- Unofficial Transcript
- Statement of Purpose and Research Plans from student
- Summary from faculty advisor detailing research project

### Senior Thesis Contract

I, \_\_\_\_\_ (print student's name), and \_\_\_\_\_ (print faculty advisor's name) agree and understand to enter into an agreement to provide an alternative to required capstone class for the undergraduate ESE Bachelors of Science degree with any of the offered concentrations.

As part of this agreement the following expectations are made of each party entering into this agreement.

The student agrees that:

- They will meet at least weekly with their faculty advisor
- They will make adequate progress with their work as required by the faculty advisor. If adequate progress is not met three meetings in a row, the faculty member may void this agreement and terminate the senior thesis, which will result in a grade of "E" being recorded for any thesis research courses approved to replace any required courses.
- They will seek out the faculty advisor if they experience problems or their work ceases to make progress
- They will be required to complete a Senior Thesis Report and give a public presentation to complete the project

The faculty advisor agrees that:

- They will meet with the student at least weekly to discuss their progress and future directions
- They will advise the student of inadequate progress if it occurs so there is plenty of time to correct the problem
- If adequate progress is not met three meetings in a row, the faculty member may void this agreement and terminate the senior thesis, which will result in a grade of "E" being recorded for any thesis research courses approved to replace any required courses.
- If they are to be absent for an extended period, that they will give advance notice to their student and provide alternative methods for consultation during the period of absence

The student acknowledges that if these terms are not met the contract will be voided and the student will still be required to complete any course work originally required under the terms of the degree major map.

Student Signature and Date: \_\_\_\_\_

Faculty Advisor Signature and Date: \_\_\_\_\_

**Barrett Students only:**

Please check this box and initial if you are applying to count your Barrett Thesis toward the SESE Senior Thesis

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