

### **How and when do I sign up for 4509 (Thesis Prep) and 4510 (Thesis)?**

The thesis is a two-semester process, so you'll need to take the PS/CJ 4509 thesis prep course (1 credit) the semester before you complete your PS/CJ 4510 honors thesis (3 credits).

- You will register for your thesis prep using a special course approval form. You complete this form after you have chosen your thesis advisor, as their name will appear as the instructor on the form. This form should be completed in the semester PRIOR to the semester for which you are enrolling for 4509 (ideally, when you are registering for classes for the subsequent semester).

The 4509 class is graded as S/U. Once completed, please email the form to the following:

- Thesis Advisor (who does not need to approve the form)
  - Sarah Novak ([novakse@appstate.edu](mailto:novakse@appstate.edu))
  - Will Hicks (who DOES need to approve the form) ([hickswd@appstate.edu](mailto:hickswd@appstate.edu))
  - CASSH Office (who will get the process of registration started ([casshforms@appstate.edu](mailto:casshforms@appstate.edu)))
  - Honors Program Director ([williamsmr4@appstate.edu](mailto:williamsmr4@appstate.edu))
- Once the thesis prep has been completed, students will need to register for the thesis. At the end of the thesis prep semester (before reading day), students must submit the Honors Thesis Application and Prospectus Form. Students need to complete the form and email it to the following:

- Thesis Advisor (who will email their approval)
- Second Reader (who will email their approval)
- Honors Program Director (who will email their approval once thesis advisor and second reader have approved) Email: ([williamsmr4@appstate.edu](mailto:williamsmr4@appstate.edu))

Also, please submit the special course approval form to the Honors Program Director when you submit your Application and Prospectus Form. Once approved, the Director will forward the special course approval form for registration