Student and Faculty Guidelines

GENERAL

All students in the BA Honors in Women’s and Gender Studies program must complete WGS 402: Honors Thesis. WGS 402 is a 6 credit course that is offered in two sections – WGS 402A in Fall Term, and WGS 402B in Winter Term. Students must complete both sections of WGS in the same year. The central goal of WGS 402 is for students to engage in supervised research on a topic within Women’s and Gender Studies.

Students planning to register in WGS 402 should consult with the Honors Advisor well in advance of registration.

PROCEDURES FOR REGISTRATION IN WGS 402

Students are responsible to select a general topic and to solicit a supervisor for this topic. Supervisors may be regular or affiliated faculty members of the Department of Women’s and Gender Studies. Faculty research interests and expertise are normally described on their departmental webpages, and this is a good place to look for a supervisor. Please note that professors are not obliged to supervise any project, and that you may need to contact several potential supervisors before finding a good fit. In addition to discussing your research interests, Honors students and supervisors should be sure to discuss how the student’s work will be assessed, ideally producing a short syllabus indicating the nature of assignments and assessments.

Once you have a supervisor, you will need to fill out a registration form, which requires signatures from the student, supervisor, and Honors advisor (see attached form). Please note that the registration form requires a variable title that is less than 30 characters long. This title will appear on your transcript.

COURSE REQUIREMENTS

Although specific requirements are to be determined in consultation between the student, his or her advisor, and in special cases, the departmental Honors Advisor, the following guidelines ought to be followed:

→ Although the nature of coursework is not determined in advance, students and supervisors should keep in mind that, as a 6 credit course, the workload for WGS 402 ought to be roughly equivalent to that of two 400 level courses in the Department of Women’s and Gender Studies.
→ In most cases, the product of WGS is a scholarly paper ranging from approximately 35 to 45 pages in length.
→ Students are required to present a portion of their research at an event planned by the Honors Advisor (the nature of this event may change from year to year).
→ A final grade is submitted to the Honors supervisor at the end of Winter Term.

January 2016
**A Instructions to the Student**

Once you and your supervisor have agreed on a topic, course title, and determination of grade, complete this form and return it, signed by the student and supervisor, to the Women’s and Gender Studies general office, 1-17 Assiniboia Hall. You will then be registered in the course.

**B Course Information**

<table>
<thead>
<tr>
<th>Course Number (Fall Term)</th>
<th>AND</th>
<th>Course Number (Winter Term)</th>
<th>Fall/Winter Term Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>G</td>
<td>S</td>
<td>4</td>
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</table>

**Course Title**

* * 30 characters or less; course titles in the University Calendar may not be duplicated.

**C Student Information and Signature**

<table>
<thead>
<tr>
<th>Student ID Number</th>
<th>University Email Address (@ualberta.ca)</th>
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</table>

Surname

Given Name(s)

Student Signature  
Date

**D Instructor Information and Approval**

Surname

Given Name(s)

Instructor Signature  
Date

**E Honors Advisor Approval**

Honors Advisor Signature  
Date

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**PROTECTION OF PRIVACY:** The personal information requested on this form is collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act for the purpose of determining eligibility to register in courses offered by the Department of Women’s and Gender Studies. Questions regarding the collection, use, and disposal of this information can be directed to: Lex Bos (780.492.3459, lbos@ualberta.ca).