 http://www.math.mcgill.ca/brakocevic/mcgill_logo.gif

**INTD 492 Honours Thesis with Field Research (6 credits)**

**Application Form**

* **Deadline to submit application form is the last day of the add/drop period of the term you are intending to take the INTD 492 Honours Thesis with Field Research course.**
* Application form must be signed by the Supervisor and submitted to the ISID office by the above deadline. Students can submit application form via email directly to [lisa.stanischewski@mcgill.ca](mailto:lisa.stanischewski@mcgill.ca) Signature from Supervisor can be electronic – forward the email approval from Supervisor agreeing to work with student to the above email with the application form.
* Refer to following website for submission deadlines for final paper. <http://www.mcgill.ca/isid/teaching-programs/undergraduate/intd/courses>

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name:** | | | **Student Number:** |
| **Email:** | | | **Expected date of graduation:** |
| **Fall 20 \_\_\_** | **Winter 20\_\_** | **Summer 20\_\_** |

**Supervisor (Name, Department, Email/Phone):**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ResearchTopic**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Problem Statement:** (Thesis Statement)

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**Research Plan:** (Example: Week 1 of the term, a rough bibliography will be completed. By week 3 of the term a rough Introduction will be completed etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature (Thesis Supervisor): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature (ISID Advisor): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please return the completed form to:**

**Institute for the Study of International Development**

**Peterson Hall, Room 126, 3460 McTavish Street**

[**http://www.mcgill.ca/isid**](http://www.mcgill.ca/isid)

\* Email copies of this completed form as well as approvals from the Project Supervisor, in lieu of a signature will be accepted. Send email confirmations of supervision and proposal to [lisa.stanischewski@mcgill.ca](mailto:lisa.stanischewski@mcgill.ca)

**\* The very latest that a student can submit their proposal is the last day of the add/drop period in the term that they are taking the course.**

\* Students who are supervised by academic personnel (i.e., Course Lecturers, TA’s) other than regular McGill

faculty members are required to have a McGill faculty member (Supervisor, Chair of their Department) act as

adviser for administrative purposes.

**Read the Following Instructions carefully:**

**Field Research Rules**

Field work is required to be eligible for this Honours Thesis with Fieldwork project course. Fieldwork must be undertaken in a Developing area of the world. Usually fieldwork is completed during the summer months. Registration for INTD 492 will then take place in the Fall term following the Summer term fieldwork experience. Ideally, a project proposal should be drafted prior to the Fieldwork experience. However, ISID will accept proposals after the Fieldwork experience has completed. The student must find a professor interested in his/her topic and willing to supervise their project. The project paper is written AFTER the fieldwork Experience has concluded and during the Fall term in which the student is registered in

the INTD 492 course.

Note: Due to the fact that fieldwork experiences can be undertaken in various ways (ex. Data collection, teaching in the field, interviews, observation in the field etc.), there is no minimum or maximum amount of hours of fieldwork required. Students should incorporate as much fieldwork experience/observations/data etc. as they can into their paper, under the guidance and direction of their Academic Supervisor. Note: Research and internships focusing solely on Canadian First Nations cannot be included as part of an IDS program. This is because the program is defined by its international dimension and is not a development studies program per se. Research comparing Canadian First Nations with indigenous groups in other countries does meet these criteria and is acceptable.

**Supervision**

Thesis research is carried out under the supervision of a regular McGill faculty member. Only tenure track Professors or Faculty lecturers can be supervisors. Students cannot work with TA’s or Sessional Professors (only teaching one term). Students are responsible for selecting and defining a topic, preparing a problem statement, a research plan, and a completion schedule. Furthermore, they are responsible for finding a supervisor who is willing to direct their thesis.

Research and internships focusing solely on Canadian First Nations cannot be included as part of an INTD program. This is because the program is defined by its international dimension and is not a development studies program per se. Research comparing Canadian First Nations with indigenous groups in other countries does meet this criteria and is acceptable.

**Completion Schedule**

The Honours Thesis with Fieldwork is normally completed over two regular, consecutive academic terms during the final year of IDS studies. For a thesis starting in the Fall, a student signs up for two 3-credit courses numbered INTD 492D1 (Fall) and INTD 492D2 (Winter). Work on such a thesis starts the beginning of the Fall term and ends with the thesis submission at the end of the Winter term. If the thesis work starts in January, the course numbers and INTD 492N1 (Winter) and INTD 492N2 (Fall). Please note that no credit will be given for multi-term courses unless both components (D1 and D2 or N1 and N2) are successfully completed in consecutive terms. Alternatively, students can complete all thesis work in a single term, using course number INTD 492 for 6-credits in one term. The 6-credit course can be taken in the Fall, Winter and Summer terms.

**Level of Effort**

The effort required for the thesis should be roughly equivalent to the total work involved in two 3-credit courses, i.e. approximately 10 hours/week for two semesters. If the thesis builds on work already completed in other courses or field assignments, then it should represent the equivalent of work for 6 credits beyond such previous work. The thesis should not exceed 80 double-spaced pages in length, including an up-to-date bibliography, abstract, introduction, conclusion, and

any annexes in addition to the main chapters.

**Approval Procedures**

Honours Thesis with Fieldwork projects requires approval by the IDS Program Director/Advisor. A proposal containing names of student and supervisor, fieldwork experience, a problem statement, a research plan, and a completion schedule must be submitted at the beginning of term to the IDS Program Advisor by completing the Honours Thesis Approval Form. The IDS Program Chair/Advisor will approve projects as long as they are centrally concerned with development issues and contain the above-mentioned elements. Students must demonstrate that their project is based on relevant Fieldwork experience. The very latest that a student can submit their proposal is the last day of the add/drop period in the term that they are taking the course. The ISID office will keep a record of approved projects but will leave the responsibility for follow-up and completion with the student and the supervisor. Any changes to topic and/or supervisor must be communicated to the IDS Program Advisor.

**Human Subject Research**

Course-based research projects that require students to conduct human subject research must receive ethics review and approval. These projects differ from research in that the intent is for the student to become more knowledgeable about the research process, rather than to contribute to generalizable knowledge. The results of the data are not intended for publication or presentation outside the classroom. The review of these applications may be delegated to the Research Ethics Board (REB) departmental representative and do not normally have to go to the regular REB. This review may not be used for projects carried out as part of a faculty member’s own research. Course projects that involve more than minimal risk, or involve

minors or other vulnerable populations, must be reviewed by the REB.

To view the "Policy on the Ethical Conduct of Research Involving Human Subjects" and to complete the necessary paperwork please visit the Human Subject Research website <http://www.mcgill.ca/research/researchers/compliance/human/>

Students should seek guidance and approval from their Academic Supervisors regarding this step.

Please note, no research project, including student research may begin before approval has been obtained from the REB. No research project will be granted retroactive approval.

**Submission Deadline**

The deadline for submission of term work (i.e., the final paper is submitted to your supervisor for evaluation) is the last day of classes of the term in which you are registered for the course. This is a Faculty of Arts regulation.

**Grades**

Grades are due one week after end of classes and will be submitted by the thesis supervisor directly on Minerva. If there are any issues with submitting the grade, please contact the ISID office at (514) 398-4804