

**Please note final papers are due on:  
December 10<sup>th</sup> in the Fall semester and April 15<sup>th</sup> in the Winter semester**

<b>Student name:</b> _____	<b>Student number:</b> _____
<b>E-mail:</b> _____	<b>Expected date of graduation:</b> _____

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<b>Course number:</b> <b>LACS 498</b>	<b>Term course to be taken:</b>	<b>Fall</b> <b>20__</b>	<b>Winter</b> <b>20__</b>	<b>Summer</b> <b>20__</b>
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**Supervisor (Name, Department, E-Mail/Phone):**\_\_\_\_\_

**Faculty Adviser (If supervised by a TA)\*:**\_\_\_\_\_

**Research Topic (50 words):**

**Problem Statement (200 words):**\_\_\_\_\_

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

**Signature (Thesis Supervisor)**

**Signature (Program Chair/Adviser)**

## **LACS 498: Latin American and Caribbean Studies Independent Research Project. Guidelines.**

### **Eligibility**

LACS 498 (3 credits) is required of all students pursuing an Honours Program in Latin American and Caribbean Studies. It cannot be taken by students pursuing other programs. The course shall be taken during the student's last academic year of study at McGill either in the Fall, Winter or Summer term.

### **Supervision**

Students are responsible for finding a supervisor who is willing to direct their research project. They are also responsible for selecting and defining a topic, preparing a problem statement, a research plan, and a completion schedule that must be approved by the supervisor. The supervisor shall be a faculty member at the rank of Assistant, Associate or Full Professor at McGill University. Students are urged to find a supervisor willing to supervise their research project at least one semester before the semester in which they will take LACS 498 starts. Students and supervisors are strongly encouraged to meet at least twice during the course of the research semester.

### **Registration**

LACS 498 can only be taken with permission of the Program Adviser. The student shall notify the Program Adviser in writing of the following: (1) name, status, and degree program of the student; (2) supervisor's name, rank, and academic affiliation; (3) title and focus of the project; and (4) a brief description of the Research Project. Students will not be allowed to register in LACS 498 unless this information is received at least at least 48 hours before the end of the add/drop period of the semester in which the Research Paper is to be written.

### **Approval**

The above-mentioned information will be sent to the Program Chair. The LACS Program Chair will approve project proposals as long as they are clearly within the field of Latin American and Caribbean Studies and conform to these guidelines. 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 LACS Program Adviser and the LACS Program Chair.

### **Level of Effort**

The effort required for the Research Project should be roughly equivalent to the total work involved in a 3-credit course, i.e., approximately 10 hours/week for one semester. If the Research Project builds on work already completed in other courses or field assignments, then it should represent the equivalent of work for 3 credits beyond such previous work. The field of inquiry may build on issues and themes addressed in other courses or research undertaken by the student, but under no circumstances will work already submitted for other courses be accepted. The Research Project should be between 7000 and 8000 words, including endnotes and bibliography.

### **Evaluation**

At least one month before the submission of the Honours Thesis, the student must select a second reader, in consultation with their supervisor. The second reader must agree to evaluate the thesis at least three weeks before the submission date. In the event that no second reader is found, the Director of LACS will serve as second reader. The Research Paper will receive a single final grade agreed upon by the two readers.

### **Human Subject Research**

Course-based research projects that require students to conduct human subject research must receive Research Ethics Board (REB) review and approval. Be advised that this is a lengthy process that always takes more than four weeks. For more information, see: <https://www.mcgill.ca/research/research/compliance/human/reb-i-ii-iii>