



ARTS Political Science

Updated July 20, 2022

UNDERGRADUATE INDEPENDENT READING & RESEARCH

POLI 490 ____ (check if this is the course)

UNDERGRADUATE HONOURS THESIS

POLI 499 ____ (check if this is the course)

TERM: _____

Instructions:

Please complete this form in consultation with the Professor who has agreed to be your supervisor. Supervisors must be tenure-track faculty members or faculty lecturers in the Department of Political Science. Sessional instructors and faculty members outside of the Political Science department are not permitted to supervise students in this course.

The form should also be signed by the Honours or Joint Honours advisor. Bring the signed copy to the Undergraduate Coordinator in Political Science who will remove the restriction in MINERVA to permit you to register for the course.

STUDENT NAME:	
ID NUMBER:	
PROJECT DESCRIPTION:	Title:
	Summary of Project:
	<i>Please attach another page with the preliminary bibliography.</i>
OUTLINE OF REQUIREMENTS: (e.g., frequency of meetings, preparatory assignments, readings, length of final paper, etc.)	

Supervisor's Name: _____ Supervisor's Signature: _____ Date: _____

Honours/JH Advisor or UG Coordinator: _____ Signature: _____ Date: _____

A) INDEPENDENT READING AND RESEARCH (POLI 490)



Open to Political Science Honours, Joint Honours and Major students only.

Not open to Minor students. This course can only be taken **ONCE**

- Independent Reading and Research is not intended to replace courses currently offered and should only be taken if (a) there is no course offered on the particular topic; (b) the topic is a further development of a theme or subject covered in a course (in which case, the student would be expected to have already completed the course). ***Independent studies may NOT be taken in lieu of existing courses, or in place of 500-level honours seminars.***
- Independent studies courses are not a right. Students should not expect to walk into a professor's office "cold" to request one. As a rule, the student should have taken a course with the professor and normally will be pursuing a specialized topic at a more advanced level.
- Supervisors for this course must be tenure-track faculty members or faculty lecturers in the Department of Political Science. Sessional instructors and faculty members outside of the Political Science department are **not** permitted to supervise students in this course.
- A term paper is part of the assigned work. Depending on the supervisor, students are also responsible for completing readings, discussing those readings on a regular basis, and may often have other assignments due during the semester (perhaps proposals, rough drafts, or assessments of the readings).
- The Independent Reading and Research course (POLI 490) can only be taken **once**.
- Arrangements for any Independent Reading and Research course should be made by the end of the previous semester. By the end of Add/Drop period (usually about 2 weeks after the beginning of the term) all formalities must be completed. These are:
 - a) A one-page, typed statement of the topic to be explored, the student's initial research questions about it, and a preliminary bibliography must be given to the professor (supervisor), together with the POLI 490 form for signature (i.e., approval). Please note that this can be done via email.
 - b) The completed, approved form is submitted via email to the Undergraduate Coordinator (della.maharajh@mcgill.ca) who will verify the student's status and give the student a permit to register. The student will then be able to register on Minerva using the quick drop/add feature but the permit is valid only until the end of the Add/Drop period of that particular semester.
 - c) The POLI 490 form can be obtained at: <http://www.mcgill.ca/politicalscience/undergrad/ugformsanddocs>

Department Guidelines stipulate that:

- 1) There be regular interaction between the supervisor and the student;
- 2) Submission of a paper of at least 25 pages;
- 3) The paper must be submitted by the last day of classes.

B) HONOURS ESSAY (POLI 499)

Open to Political Science Honours and Joint Honours students only.

Not open to Major or Minor students. POLI 499 is **NOT** a mandatory course for Honours and Joint Honours students.

*This course can only be taken **ONCE***

IMPORTANT: The Political Science Department does NOT accept inter-departmental theses.

- The optional Honours Essay is available if:
 - (a) there is no course offered on the particular topic;
 - (b) the topic is a further development of a theme or subject covered in a course (in which case, the student would be expected to have already completed the course).
- The Honours Essay course is neither mandatory nor a right. Students should not expect to walk into a professor's office "cold" to request one. The student should normally have taken a previous course with the professor and be pursuing a specialized topic building upon course work.
- Supervisors for this course **must** be tenure-track faculty members or faculty lecturers in the Department of Political Science. Sessional instructors and faculty members outside of the Political Science department are not permitted to supervise students in this course.

The POLI 499 Honours Essay may be undertaken **only** by Honours and Joint Honours students. The essay is written under the guidance of a Political Science faculty member. It differs from an Independent Reading and Research course in that it must be of journal article form and length (50 pages maximum); it must investigate a focused, researchable, significant question and present clearly the author's thinking on it.

The essay will be graded by the supervisor and by another appropriate Department member (second reader), designated by the supervisor. The final grade for the essay will be determined by consultation between supervisor and second reader. ***The Honours Essay may NOT replace 500-level honours seminars.***

- Students are responsible for completing readings, discussing those readings on a regular - minimum every other week - basis, and often have other assignments due during the semester (perhaps proposals, rough drafts, or assessments of the readings).
- Arrangements for the POLI 499 Honours Essay course should be made before the end of the previous semester. By the end of Add/Drop period (usually about 2 weeks after the beginning of the term) all formalities must be completed. These are:
 - a) A one-page typed statement of the topic to be explored, the student's initial research questions about it, and a preliminary bibliography must be given to the professor (supervisor), together with the POLI 499 form for signature (approval). Please note that this can be done via email.
 - c) The completed, approved form is submitted via email to the Undergraduate Coordinator (della.maharajh@mcgill.ca) who will verify the student's status and give the student a permit to register. The student will then be able to register on Minerva using the quick drop/add process but the permit is valid only until the end of Add/Drop period for that particular semester.
 - d) The POLI 499 form can be obtained at: <http://www.mcgill.ca/politicalscience/undergrad/ugformsanddocs>
 - e) The paper must be submitted by the last day of classes.
 - f) Upon obtaining the second reader's grade, the supervisor will determine the final grade and will submit that grade to the Undergraduate Coordinator for entry into the MINERVA grade module.