

Name: _____ Email: _____

Thesis Topic: _____

Advisor: _____ 2nd Reader: _____

This form will be maintained by the administrative assistant, Lauren Vining. At the time signatures are due, pick-up the form from Lauren. Once you have both signatures for a particular deadline, return the form to Lauren and she will keep it on file until the next time signatures are required.

Checklist and Deadlines for Honors Work, 2022-2023 Academic Year

October 31, 2022: Brief (one page) description of research project due to department.

Description of thesis project submitted.

Advisor's initials: _____

December 09, 2022: Fall classes end. Student must have received commitment from second reader for thesis. Chapter on background of thesis work (i.e. history of the problem, etc.) due to advisor and second reader. Preliminary decision on approval to pursue Honors will be determined by January 1, 2022.

Chapter on background of thesis work submitted.

Advisor's initials: _____ Second reader's initials: _____

January 26, 2023: Winter Study Period ends. Software development and/or original research should be largely completed. Chapter on thesis goals is due to advisor and second reader.

Chapter on thesis goals submitted.

Advisor's initials: _____ Second reader's initials: _____

February 01, 2023: Spring classes begin. Final department decision on admission of students to candidacy for Honors. This month, during regularly scheduled colloquia, students give their proposal talks.

February 28, 2023: Outline of thesis due to both readers.

Thesis outline submitted.

Advisor's initials: _____ Second reader's initials: _____

April, 2023: Individual chapters must be given to both readers throughout this month.

April 28, 2023: Entire thesis, including figures and bibliographic references, due to both readers.

Complete thesis submitted.

Advisor's initials: _____ Second reader's initials: _____

May 12, 2023: Revised, final copy of thesis due to each reader as well as a PDF emailed to faculty@cs.williams.edu. Revisions should respond to comments by both readers.

Revised, final copy thesis submitted.

Advisor's initials: _____ Second reader's initials: _____

May 15, 2023: Tentative defense date.

May 22, 2023: Last Day of Final Exams. Thesis due to library.