



THESIS OR EXTENDED RESEARCH PAPER

S.T.L.

PROPOSAL FORM

Licentiate in Sacred Theology

Student's Name _____

Please check one: Thesis Extended Research Paper

Title of Paper/Project: _____

Area of Specialization: _____

Courses Taken for Degree:

Course Number	Title

READERS' SIGNATURES:

Director: _____ Date: _____

Reader: _____ Date: _____

Second Reader: _____ Date: _____

THESIS OR EXTENDED RESEARCH PAPER PROPOSAL: attach it to this form, making sure that you follow the guidelines and format outlined in the S.T.L. Program Handbook.

Associate Dean

Date

SUBMIT THIS COMPLETED FORM TO THE JST ASSOCIATE DEAN'S OFFICE.

A copy will be returned to you.

Guidelines for Preparing the STL Thesis Proposal

Title page—should include the student’s name, the title of the proposed thesis, the name of the director and the second reader, the date of submission, and the phrase “Thesis Proposal Submitted in Partial Fulfillment of the Requirements for the Licentiate of Sacred Theology at Jesuit School of Theology of Santa Clara University.”

The main text of the thesis proposal should be 5-7 pages in length, excluding the title page and the bibliography. Use one-inch margins, 12-point type and double spacing. Any footnotes should appear at the bottom of the appropriate page. The following section divisions, clearly labelled, are highly recommended:

Introduction—Introduce the topic and perhaps how you became interested in this particular topic.

Scope and nature—Indicate the ongoing conversations to which you will contribute. Situate the specific topic you seek to address in the larger field of discourse. It is often helpful to indicate the limits of your work, including important items that you will not be able to cover or resolve.

Thesis statement—in one or two sentences, state what the work will demonstrate or accomplish. Identify the gap to be addressed or the problem to be solved. This usually takes the form of a claim to be defended or an argument to be advanced by the overall work.

Methodology—Explain the theoretical frameworks and specific methodological tools that will be employed for research and analysis. Save the organizational description for the “chapter outlines” below.

Significance—Explain why this work is important and what difference it will make. Consider the current state of the academic debate or sub-discipline and any communities of people who might be affected by your findings.

Chapter outline—Try to anticipate precise titles of each of the chapters (usually three or four in number, besides a brief introduction and conclusion). To describe the content of each chapter, it is usually better to compose a paragraph or two consisting of full sentences rather than employing mere phrases in enumerated outline form. This is usually the longest section of the proposal (2 to 3 pages), while the other sections are generally one page or less.

Preliminary bibliography—List the most important sources you have identified at this point in your research. In addition to the 5-7 page document described above, the bibliography should run no longer than five pages. List (in alphabetical order by last names of authors) the most significant materials that will be used in the research. Arranging the sources within several topical headings is recommended.

Approval procedure—The director will submit to the Associate Dean an approved proposal by the end of the student’s penultimate semester in the STL program. The proposal serves as a written contract between the student, the director and the reader. Even after the two faculty members indicate their approval, changes in outline and focus are still possible with adequate consultation as the writing project unfolds.