

Instructions for Thesis Application

Please fill out the form completely.

Thesis Topic: This may be a tentative, working title.

Thesis Committee (check [rules on eligibility](#)): List the name and contact information for each of your committee members. You must include a supervisor who must sign the form. It is strongly recommended that you also include a Reader, but you must first be certain that they have agreed to act in this capacity before listing them as 'Agreed'. If you do not yet have an agreed Reader, you may list some suggestions, but you should continue to actively try to find a Reader and immediately notify the UGO. If you are unable to find a Reader, please notify the Undergraduate Office and we will assign one to you.

Signatures: Obtain signatures from supervisor(s) and Concentration Advisor before submitting.

Please be sure to submit a complete application on time. If your application is incomplete, we will be unable to review it, and your approval may be significantly delayed.

REQUIRED ATTACHMENTS

Research Proposal: All applications must include an attached research proposal. Proposals do not have to be final; your project may evolve over time. Proposal should indicate your current plans and be detailed enough to allow the department to evaluate if you have a topic that is appropriate for a thesis, and is feasible given the time and resources of a thesis. Proposals should be brief (often 2-5 pages) but should clearly state your thesis topic and general method. Proposals should be submitted to supervisor(s) in advance for feedback and approval.

SUPPLEMENTS AND PETITIONS

Existing Datasets Supplemental Questions: If your project will use an existing or already collected dataset, complete the supplemental questions on page 3. If you will be collecting new data as part of your thesis, you do not need to fill out these questions.

Petition for GPA Exemption: Students with an overall College GPA below 3.5 are generally not eligible to pursue a thesis. Students who wish to pursue a thesis but do not meet this requirement must petition for an exemption by attaching a statement explaining why you feel that you are able to pursue a thesis and your GPA is not an accurate reflection of your ability. In considering your request, we may reach out to your supervisor(s) to discuss your ability to pursue a thesis and their lab's ability to provide any additional support that you may need. We will also pay special attention to your research proposal; students requesting a GPA waiver should produce an exceptional research proposal to demonstrate their ability to complete a thesis.

Petition for Non-Departmental Co-Supervisor: Eligible departmental researchers and all members of the [Board of Honors Tutors](#) can act as co-supervisor without a petition. If you are working with a non-departmental researcher who is not on the Board of Honors Tutors, you can petition to have them serve as a co-supervisor on your committee. You must attach a statement in which you explain why this person is appropriate to supervise your research. You must note the person's title(s) and institution(s) (e.g., Professor of Neurology, Massachusetts General Hospital and Harvard Medical School), provide contact information, and include a current CV or resume. (Before applying, please review the rules on committee eligibility, and consult the UGO if you have any questions.)

Other petitions for exemptions to thesis rules or prerequisites: If you are requesting any other exemptions to the rules and prerequisites for a Psychology thesis, please attach a statement explaining the request and the reason.

Harvard University • Department of Psychology

Thesis Application Form

Name: _____ Date: _____

E-mail: _____ House: _____

Concentration Advisor Signature: _____ Date: _____

THESIS TOPIC: _____

THESIS COMMITTEE: [See more about thesis committees here.](#)

Faculty Supervisor Name: _____

E-mail: _____

Job Title & Institution: _____

Signature: _____ Date: _____

Thesis Co-Supervisor Name (if applicable): _____

E-mail: _____

Job Title & Institution: _____

Signature: _____ Date: _____

Agreed Reader Name (if applicable): _____

E-mail: _____

Job Title & Institution: _____

Reader Suggestions (if you do not have an agreed Reader): _____

COLLEGE GPA:

Please check this box if your current College Grade Point Average is above 3.5: _____

ATTACHMENTS: *Please check box if included.*

Research Proposal (*required*)

Nondepartmental Committee Member Petition

Nondepartmental Committee Member CV

Existing Datasets Supplemental Questions

Other Petition (e.g., GPA exemption, Research Methods deferral)

(*please specify*) _____

Harvard University • Department of Psychology

Existing Datasets Supplemental Questions

If you are using an existing dataset, please complete the following questions. There may be some minor repetition with your research proposal, but please make sure each question is thoroughly answered to help with efficient processing of your application.

Please describe the key features of the existing dataset (e.g., sample size, measures, structure (cross-sectional, longitudinal), etc.):

Because the study design and measures are already in place and cannot be changed, the unique intellectual contribution for thesis projects using existing datasets usually comes in the form of learning new, sophisticated statistical methods to process and analyze data. Please describe the analyses you plan to use in your thesis:

Why is it important to use this existing dataset to answer your research question(s), as opposed to collecting new data? (e.g., cost, special populations, feasibility within thesis timeline, etc.):

Please explain the contribution you made to developing the research question(s) and how this is unique from your co-supervisor's (if applicable) and your faculty advisor's contributions:

Please explain the potential value your thesis will contribute to the broader literature: