Master’s Thesis – INTS 4995

A Master’s thesis involves research and writing that goes well beyond the typical class paper in both depth and length. It should be a rigorous, analytical, and complete work of academic research and analysis, not simply a research design or descriptive reports. A Master’s thesis is generally undertaken by students that are interested in pursuing a PhD.

An MA Thesis (INTS 4995) should represent work equivalent to approximately 10 credit hours of graduate study and may be registered for 1–10 hours of credit.

University of Denver Requirements:

All University policies and requirements governing a Master’s Thesis may be found in the Graduate Policies and Procedures Bulletin, including:

- Criteria for a Master’s Thesis
- Oral Defense Process
- Electronic Thesis submission

JKSIS specific Requirements:

- The final copy of the thesis should be formatted according to Kate Turabian: A Manual for Writers, Chicago: University of Chicago Press. With permission of the student’s thesis director, another format (e.g. APA, MLA, or "Blue Book") may be permissible if it is the standard for the primary discipline in which the research is being conducted.

- The thesis director must be a tenured or tenure-track faculty member at JKSIS.

- Students must register INTS 4995 for credit during the quarter(s) in which they are actually working on the thesis. It is not permissible to register for credit before work on the thesis has commenced or after the work has been completed.

- In order to register for INTS 4995, the student must use the designated form and receive departmental permission (which entails receiving the approval and signature of both the faculty director [“instructor” field] and the Associate Dean of Academic Affairs [“advisor” field]). After obtaining the required approvals, the student must take the form to the Registrar’s Office for processing in order to be registered officially.

- Students are encouraged to identify a faculty director and begin working on the thesis by the beginning of their second quarter of the program. Normally, a student submits several drafts, over a period of 6 months or more, before the final manuscript is accepted and graded. It is important that the student and faculty director establish a reasonable and mutually agreeable timeline for exchanging drafts and comments on the student’s work. Students should not expect faculty to examine their work over the summer, unless they have made special arrangements.

Other Resources:

For more details, see the “Guidelines for Successfully Scheduling and Completing your Dissertation and Thesis” PowerPoint Presentation available on the “Dissertations & Theses” tab of our Portfolio Community page.

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