

**MFA NON-THESIS GUIDELINES**, page 1 of 2

<p><b>MFA Written Component: Thesis and Non-thesis options</b></p>	<p>All M.F.A. candidates produce a written component as part of the requirements of the degree. The student’s graduate committee will determine whether the written component is to be a formal thesis or a non-thesis.</p> <p>The <b>formal thesis</b> is a scholarly research project on the objectives, theoretical context, and/or historical and cultural points of reference of the M.F.A. work. Candidates writing a formal thesis must register for six hours of A&amp;D 698 (Research MFA Thesis) in addition to the 60 hours required for the M.F.A. They must also adhere to the Graduate School thesis requirements.</p> <p>The <b>non-thesis</b> written component might be a process paper, a research paper, or other written creative endeavor, such as an artist book. Candidates not required to write a formal thesis are also <b>not</b> required to take research hours in addition to the 60 hours required for the M.F.A.</p> <p><i>The written component (whether thesis or non-thesis) does NOT constitute nor substitute for the exhibition of the final body of work.</i></p>
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Suggested STRUCTURE and KEY COMPONENTS

**for Department of Art and Design MFA written component, non-thesis option**

All decisions regarding content and specific components of your written component are to be determined in discussion with your graduate committee. The following is provided as a possible structure only, not as rules.

<p><b>Main criteria</b></p>	<ul style="list-style-type: none"> <li>▪ originality of research</li> <li>▪ significance of contribution to knowledge/practice in art &amp; design discipline</li> </ul>										
<p><b>Text Length</b></p> <p>*Text does NOT include title page, table of contents, appendices, bibliography, etc</p>	<p><b>Written component, non-thesis option:</b> 9-15 (nine to fifteen) pages</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. Title page</td> <td style="width: 50%;">6. List of Figures (if any)</td> </tr> <tr> <td>2. Dedication (optional)</td> <td>7. Abstract (250 words)</td> </tr> <tr> <td>3. Acknowledgments</td> <td>8. <b>TEXT*</b> (9-15 pages)</td> </tr> <tr> <td>4. Table of Contents</td> <td>9. Bibliography</td> </tr> <tr> <td>5. List of Tables (if any)</td> <td>10. Visual documentation</td> </tr> </table>	1. Title page	6. List of Figures (if any)	2. Dedication (optional)	7. Abstract (250 words)	3. Acknowledgments	8. <b>TEXT*</b> (9-15 pages)	4. Table of Contents	9. Bibliography	5. List of Tables (if any)	10. Visual documentation
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<p><b>Department of Art and Design approved style formats</b></p>	<p><b>APA</b> <i>Publication manual of the American Psychological Association</i>, 5<sup>th</sup> ed.  <a href="#">808.02 Am354p 2001</a></p> <p><b>Chicago</b> <i>The Chicago manual of style</i>, 15<sup>th</sup> ed.  <a href="#">808.0270973 Un3c 2003</a></p> <p><b>MLA</b> <i>MLA handbook for writers of research papers</i>, 6<sup>th</sup> ed.  <a href="#">808.02 M72mo 2003</a>  <i>MLA style manual and guide to scholarly publishing</i>, 3<sup>rd</sup> ed.  <a href="#">808.02 Ac47m 2008</a></p>										

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<p><b>REQUIRED VERSIONS OF THESIS</b></p> <p><b>DEADLINE:</b> <b>Friday of deadweek</b></p>	<p><b>Four</b> versions of the thesis are due by Friday of deadweek. A fifth copy for the candidate is optional.</p> <p>1-3. Three copies to A&amp;D Visual Resource Library:</p> <ol style="list-style-type: none"><li>1. Archival-bound copy*</li><li>2. Non-archival spiral-bound copy*</li><li>3. Electronic copy on CD or DVD</li></ol> <p>4. Archival-bound copy to Chair of Graduate Committee*</p> <p>5. Optional: Archival-bound copy for candidate</p>
<p><b>*Archival and non-archival guidelines</b></p>	<p>Archival requirements</p> <ul style="list-style-type: none"><li>100% cotton rag paper</li><li>20# weight, minimum</li><li>Thesis binding (Thesis Binding, similar to a hard cover book, consists of 3 metal screw posts holding the cover, contents, and spine together.)</li></ul> <p>Non-archival requirements</p> <ul style="list-style-type: none"><li>Regular office paper</li><li>Coil binding</li><li>Clear plastic cover</li><li>Black plastic back cover</li></ul>