

MFA THESIS GUIDELINES, page 1 of 4

<p>MFA Written Component: Thesis and Non-thesis options</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 formal thesis 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&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 non-thesis 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 not 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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<p>Graduate School Thesis Requirements</p>	<p>The Graduate School has specific guidelines regarding title page format, margin requirements, order of sections, page numbering, etc.</p> <p>If you do not meet these requirements, the Graduate School will not accept your thesis and you will not complete your degree.</p> <p>For Graduate School Thesis Office workshops, guidelines, and checklists go to: http://www.gradschool.purdue.edu/thesis.cfm</p>
<p>Thesis Deposit Deadlines</p>	<p>The last Friday of exam week is the last date to submit the MFA thesis via Electronic Thesis Deposit (ETD) with the Graduate School.</p> <p>MFA candidates must also turn in all required forms (including GS-9 and GS-20 originals) at mandatory, scheduled final appointment in the Thesis/Dissertation Office, Room 170, Young Hall (YONG).</p> <p>You MUST make an appointment to deposit your thesis: phone (765-494-2600) or e-mail (gradinfo@purdue.edu)</p> <p>DO NOT WAIT UNTIL THIS LAST DATE TO TURN IN THESIS. If the Graduate School finds that the thesis does not meet formatting requirements, your graduation date may be delayed.</p>

Department Thesis Checker	<p>Make an appointment with the Department of Art and Design thesis checker well in advance of the Graduate School due date, but no later than 2 weeks prior to your oral exam.</p> <p>The A&D Department thesis checker will check for formatting errors, if any, but does NOT guarantee that the Graduate School will accept the thesis.</p> <p>The A&D Department thesis checker is not responsible for content, grammatical or typographical errors.</p>
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Suggested **STRUCTURE and KEY COMPONENTS**

for Department of Art and Design MFA Thesis

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

Main criteria	<ul style="list-style-type: none"> ▪ originality of research ▪ significance of contribution to knowledge/practice in art & design discipline 										
<p>Text Length</p> <p>*Text does NOT include title page, table of contents, appendices, bibliography, etc</p>	<p>MFA Project-based Thesis: approximately 15 (fifteen) pages Research-based Thesis: approximately 50 (fifty) 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</td> </tr> <tr> <td>3. Acknowledgments</td> <td>8. TEXT* (15-50 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. Appendices</td> </tr> </table>	1. Title page	6. List of Figures (if any)	2. Dedication (optional)	7. Abstract	3. Acknowledgments	8. TEXT* (15-50 pages)	4. Table of Contents	9. Bibliography	5. List of Tables (if any)	10. Appendices
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4. Table of Contents	9. Bibliography										
5. List of Tables (if any)	10. Appendices										
Department of Art and Design approved style formats	<p>APA <i>Publication manual of the American Psychological Association</i>, 5th ed. 808.02 Am354p 2001</p> <p>Chicago <i>The Chicago manual of style</i>, 15th ed. 808.0270973 Un3c 2003</p> <p>MLA <i>MLA handbook for writers of research papers</i>, 6th ed. 808.02 M72mo 2003 <i>MLA style manual and guide to scholarly publishing</i>, 3rd ed. 808.02 Ac47m 2008</p>										

RESEARCH-BASED THESIS (independent of MFA Exhibition Project)	MFA EXHIBITION PROJECT THESIS (related to MFA Exhibition Project)
Abstract (max 350 words)	Abstract (max 350 words)
Introduction <ul style="list-style-type: none"> • State research proposition/argument • Discuss <ul style="list-style-type: none"> Background (how, why, what) Objectives Significance 	Introduction <ul style="list-style-type: none"> • MFA Project proposal • Discuss <ul style="list-style-type: none"> Background (how, why, what) Objectives Significance
Contextual/Literature review <ul style="list-style-type: none"> • Describe structure and scope of the review • Critical review of key references in relation to argument • Demonstrate gap in knowledge • Position your research 	Contextual/Literature Review <ul style="list-style-type: none"> • Cite work of others (cite references and use illustrations where appropriate) who work/have worked in a similar genre or whose work has inspired/informed your work. • Locate your work in terms of historical and theoretical bases and contexts
Methodology <ul style="list-style-type: none"> • Cite rationale for methodological approach • Describe use of methods for generating/gathering and analyzing data/information 	Methodology <ul style="list-style-type: none"> • Cite methods for gathering and generating information relevant to project • Document development of new (or improvement of existing) techniques/processes if applicable.
Outcomes and analysis <ul style="list-style-type: none"> • Describe outcomes from application of methods • Give critical evaluation of methods • Analyze and interpret outcomes 	Production and analysis <ul style="list-style-type: none"> • Describe completed work both verbally and visually. • Document process and technique • Evaluate, analyze and interpret finished work
Conclusions Discuss: <ul style="list-style-type: none"> • Extent to which objectives have been fulfilled • Contribution to discipline • Conclusions • Strengths and limitations of the research • Relationship of new knowledge to existing research • Directions for future research • Summary of thesis 	Conclusions Discuss: <ul style="list-style-type: none"> • Extent to which objectives have been fulfilled • Contribution to discipline • Conclusions • Strengths and limitations of the project • Relationship of new knowledge to existing research • Directions for future research • Summary of thesis
Appendices (optional)	Appendices (required) <ul style="list-style-type: none"> • List of works in MFA exhibition (title, date, dimension, medium) • Printed visual documentation of works in MFA exhibition

MFA THESIS GUIDELINES, page 4 of 4

GRADUATE SCHOOL THESIS Deadlines

For further details, go to <http://www.gradschool.purdue.edu/calendar/calendar.cfm?type=Deadlines>

For checklist for Master’s Theses: <http://www.gradschool.purdue.edu/downloads/thesis/requiredmastersthesis.pdf>

Two Weeks before Oral Exam Last date for Graduate School to *receive* Form GS-8, Request for Appointment of Examining Committee. <http://www.gradschool.purdue.edu/faculty/resources/>

Friday before deadweek Last date for students to pass the final examination (GS-7)

Friday before deadweek Last date for Graduate School to receive final examination report (GS-7)

Friday of deadweek Last date to submit MFA thesis via Electronic Thesis Deposit (ETD) with the Graduate School. Go to the following link for filing instructions:

Make an appointment to deposit thesis by phone (765-494-2600) or e-mail (gradinfo@purdue.edu)

<http://www.gradschool.purdue.edu/thesis.cfm>

MFA candidates must also turn in all required forms (including GS-9 and GS-20 originals) at mandatory, scheduled final appointment in the Thesis/Dissertation Office, Room 170, Young Hall (YONG).

WARNING: DO NOT WAIT UNTIL THE DEADLINE TO MAKE APPOINTMENT. If the Graduate School finds that your thesis does not meet formatting requirements, your graduation date may be delayed.

<p>REQUIRED VERSIONS OF THESIS</p> <p>DEADLINE: Friday of deadweek</p>	<p>Five versions of the thesis are due by Friday of deadweek. A sixth copy for the candidate is optional.</p> <ol style="list-style-type: none"> 1. Electronic copy to Graduate School (via ETD; see guidelines above) 2-4. Three copies to A&D Visual Resource Library: <ol style="list-style-type: none"> 2. Archival-bound copy* 3. Non-archival spiral-bound copy* 4. Electronic copy on CD or DVD 5. Archival-bound copy to Chair of Graduate Committee* 6. Optional: Archival-bound copy for candidate
<p>*Archival and non-archival guidelines</p>	<p>Archival requirements</p> <ul style="list-style-type: none"> 100% cotton rag paper 20# weight, minimum Thesis binding (Thesis Binding, similar to a hard cover book, consists of 3 metal screw posts holding the cover, contents, and spine together.) <p>Non-archival requirements</p> <ul style="list-style-type: none"> Regular office paper Coil binding Clear plastic cover Black plastic back cover