

**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 <i>not</i> 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>
--	--

*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
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										
<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>, 6<sup>th</sup> ed.  <a href="https://owl.english.purdue.edu/owl/resource/560/01/">https://owl.english.purdue.edu/owl/resource/560/01/</a></p> <p>Use the Graduate School Thesis APA Word template for your thesis:  <a href="http://www.purdue.edu/gradschool/research/thesis/templates.html">http://www.purdue.edu/gradschool/research/thesis/templates.html</a></p>										

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

<p><b>REQUIRED VERSIONS OF THESIS</b></p> <p><b>DEADLINE:</b> <b>Friday of deadweek</b></p>	<p>Regardless of whether you are writing a formal thesis or a non-thesis writing component, must provide the following:</p> <p><b>ONE (1) archival thesis-bound</b> copy of your written component, whether thesis or non-thesis OR <b>ONE (1)</b> copy of your self-published book (alternative format)</p> <p><b>ONE (1) non-archival spiral-bound</b> copy of your written component, whether thesis or non-thesis OR <b>ONE (1)</b> copy of your self-published book (alternative format)</p> <p><b>ONE (1) electronic version</b> (CD or DVD) of:</p> <ul style="list-style-type: none"> <li>Written Component (thesis or non-thesis)</li> <li>Artist or Design Exhibition Statement</li> <li>20 color images* (minimum) of MFA exhibition work with no more than 4 details if only 20 images are provided</li> <li>Catalog or Checklist of work in exhibition</li> <li>Additional images* of exhibit installation</li> <li>Optional: other visual work* (pertinent to, but not included in exhibition)</li> </ul> <p><b>ONE (1) copy of postcard</b>, announcement, or other exhibition publicity</p> <p><b>ONE (1) archival thesis-bound</b> copy of your written component, whether thesis or non-thesis, for your committee chair</p> <p><b>ONE (1) archival thesis-bound</b> copy of your written component for yourself</p> <p><b>For Non-Thesis papers:</b></p> <p><b>ONE (1) copy of <a href="#">Directed Project Agreement</a> (Kathy Evans, Video Resource Center)</b></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>