

# Preparing to enrol in Honours Thesis



## The Process

- Read the Honours Policy available on the web <http://law.anu.edu.au/Undergraduate/Honours.asp>
- Check your eligibility to enrol in Honours Thesis as set out in the policy;
- Read the Guidelines on Supervision and Examination of Honours Thesis available on the web <http://law.anu.edu.au/Undergraduate/Honours.asp>
- Attend an Honours Workshop in the semester before you intend enrolling in Honours Thesis (information about the Workshops is available on the web <http://law.anu.edu.au/Undergraduate/Honours.asp>);
- Arrange for a member of staff to supervise you (following the process set out in the Guidelines);
- Request enrolment in the course LAWS3202 Honours Thesis;
- By 5pm on the Tuesday of the first week of the semester in which you will undertake Honours Thesis, submit to the Law School Office the following:
  - (1) Thesis Outline (more information about the Thesis Outline is below);
  - (2) The form 'Approval of Thesis Outline & Agreement to Supervise Honours' signed by your supervisor, indicating that the supervisor has read and approved a detailed Thesis Outline and is prepared to supervise you in the relevant semester.

You are strongly encouraged to participate in an Honours Workshop well ahead of the semester in which you intend to enrol in Honours Thesis so that you will have the opportunity to use the skills and insights gained from the Workshop in selecting a topic, developing your Thesis Outline, and arranging supervision.

## The Thesis Outline

The detailed Thesis Outline must:

- Clearly explain the proposed topic and its boundaries;
- Explain how the research will contribute to the legal literature or legal scholarship;
- Focus on the issues for consideration (including stating the central research question, problem or theory that the proposed research will address);
- Include a preliminary review of the literature and a bibliography;
- Describe the research strategy and methods;
- If empirical research is to be carried out, include any relevant ethics approval (see below);
- Propose a timetable for writing the thesis.

The Thesis Outline must be such as to convince a supervisor that the topic is sufficiently developed and refined and that the thesis can be successfully completed within the semester. There is no word limit, but the expectation is that the Outline will be several pages long. Sample thesis outlines will be available for students to read at the Honours Workshops.

During the first week of the semester the course convenor of Honours Thesis will read the submitted thesis outlines and will counter-sign the Approval of Thesis Outline and Agreement to Supervise Honours form if satisfied they comply with these requirements. Students will be notified if their thesis outline has not been approved, and this will preclude their enrolment in Honours Thesis in that semester.

## Ethics Approval

Any research that involves human subjects (eg. interviews and surveys) requires ethics approval. Information regarding ethics approval is available on the web <http://law.anu.edu.au/Undergraduate/Honours.asp>. In practice, students need to submit their applications 2 - 3 months before the research is scheduled to occur.

## Supervision

The process for arranging supervision is set out in the Guidelines on Supervision and Examination of Honours Thesis available on the web <http://law.anu.edu.au/Undergraduate/Honours.asp>. It is vital that you arrange supervision by contacting staff members in the semester before you want to enrol in Honours Thesis. It is highly unlikely that staff will be able to approve a Thesis Outline in the required time frame if they have not had discussions with you before the commencement of the semester. The best way to contact staff about supervision is to check the list of available staff and their research interests, available at <http://law.anu.edu.au/undergraduate> and then make an appointment to discuss your ideas. If you have difficulty contacting a particular staff member you should ask the convenor of Honours Thesis for assistance. The Honours Workshops will provide guidance on arranging supervision.

## Enrolling in Honours Thesis

You first need to email [Enquiries.Law@anu.edu.au](mailto:Enquiries.Law@anu.edu.au) to advise you wish to enrol in LAWS3202 Honours Thesis and in which semester. Your eligibility (including your grade point average) will then be checked. If you are eligible you will be notified by way of your University email that you can now enrol on ISIS. You will be withdrawn from Honours Thesis if you do not satisfy the requirements in relation to the Thesis Outline.

## Other Important Information

There will be a course outline for Honours Thesis in each semester. See <http://law.anu.edu.au/Undergraduate/Honours.asp> or the course webpage.

## Further Information

For further information please contact the Sub-Dean or Student Administration Manager (in the Law School Office) or the convenor of Honours Thesis (listed on <http://law.anu.edu.au/Undergraduate/Honours.asp>).

REMEMBER: You must prepare your thesis outline and arrange supervision in the semester before you plan to do Honours thesis. The thesis outline and signed 'Approval of Thesis Outline & Agreement to Supervise Honours' form are due by 5pm on the first Tuesday of semester.