Department of Chemical & Biological Engineering  
Undergraduate Honors Thesis  
Timeline and Requirements

Requirement for Application to the Chemical & Biological Engineering Thesis Program

1. Must have a cumulative GPA of 3.20 or greater at the end of the Junior (i.e., 3rd) year.  
2. To write a thesis in chemical and biological engineering, the student must be majoring in chemical and biological engineering.  
3. Application of admission to the ChBE Thesis Program should be submitted to the Department Chair in the spring of the junior year, but it must be received no later than September 30th of the senior year. The Thesis Advisor* must sign the application form indicating his/her approval. The Department will notify the applicant of the Department's decision by the end of October.

Prior to Senior Year
Register for ChBE 95 (undergraduate research) for the first semester senior year (one course credit).

Senior Year Fall Semester
All year: Attend the Departmental seminars (recommended, but optional).

September: Continue with research. Commit to perform at least 10 hours of research per week during the senior year.

Submit application form to the Department Chair. The Thesis Advisor* must sign the application form indicating his/her approval. "Application of Admission to the Chemical & Biological Thesis Program" form must be received in the Chair's office by September 30. Students will be notified of the Department decision re: their application by the end of October.

October: Set up a thesis committee consisting of a minimum of two readers from the faculty. The Thesis Advisor must be a member of the committee, and will usually chair the committee.

Have a planning meeting with the committee by the end of October (recommended, but optional).

November: Submit the University form to be enrolled in the Honors Thesis Program. "Thesis Honors Candidate" form must be received in Dowling by mid-November

* If the Thesis Advisor is not a full-time ChBE faculty member; then a full-time Department faculty member must also serve as co-advisor and also sign the form.

Register for ChBE 96 (Senior Thesis) for the 2nd semester senior year (one course credit) 
*May not be used for a Concentration Elective.*

*Thesis students should discuss with their academic advisor alternatives (e.g., free elective credit, extra course credit) for the recording of their second research credit to their transcript.*

Please note that a Y-grade (i.e., "continuing") will be recorded for ChBE 95 at the end of the Fall semester. A final grade will be issued for ChBE 95 after the January progress meeting.

**Senior Year Spring Semester**

**January:** Have a progress meeting with the committee in January. The student should make a 20 minute presentation of research progress followed by a Q&A and planning discussion. (This meeting is mandatory: a letter from the committee must be filed with the Department indicating that the meeting took place and that progress toward the thesis is satisfactory).

**March:** Schedule the thesis defense with the committee. Reserve a room with the ChBE office and give them the title of your research. The defense is public, announced by the ChBE Office one week in advance, and the defense **must be completed before final exams begin in May**. The defense may take place shortly before or during the reading period.

Submit a draft of your thesis to your Thesis Advisor for editing and general approval.

**April:** Submit final thesis to the committee at **least two weeks before the defense date**.

Give the defense seminar on the scheduled date. The seminar should be 30-45 minutes, should include some introductory information so that the audience can understand the context of the research, and should be presented at a level understandable by a technically literate general audience. After the public defense, the committee may question the student privately.

Deposit the thesis with the Tisch Library (formatting restrictions apply: http://dca.tufts.edu/ua/policies/senior.html).

General information is available here: http://uss.tufts.edu/arc/writingresources/thesis.asp
Application for Admission to the ChBE Honors Thesis Program

Name:

Expected Graduation Date:

Thesis Advisor (and affiliation, if not Tufts ChBE):

ChBE Co-advisor (if Thesis Advisor is not a ChBE faculty member):

Title of Project:

I certify that I meet the criteria for admission to the ChBE Thesis program:

1. Must have a cumulative GPA of 3.2 or greater at the end of the Junior (i.e., 3rd) year.
2. Must be majoring in Chemical & Biological Engineering.

Student Signature:

Thesis Advisor Signature:

ChBE Co-advisor Signature:
(if applicable)

Approved by: Approval Date:

This application must be submitted to the ChBE Chair’s Office no later than September 30th of the student’s senior year.