

MA Theatre: Thesis Checklist

- At the beginning of the semester BEFORE the term you wish to graduate, discuss with your faculty mentor your idea for your Thesis Project.
- Thesis is a two-semester project. You should register for it during the Fall if you plan to graduate in Spring, during the Spring if you plan to graduate in Summer, and during the Summer if you plan to graduate in Fall.
**Students planning to work on their thesis during the Summer must seek permission from their department head and faculty mentor before planning to do so.
- Choose between a research-focused thesis and a creative (playwriting or directing) thesis with a research component. When your faculty mentor thinks you're ready to request a committee, write a short summary (one or two paragraphs) explaining the type of capstone project you've chosen and the specific focus of that project and submit to Theatre Department Chair. *See below for various options available for culminating experience.*
- The Department Chair will assign a Committee Chair and Committee Member to your project. (The Committee Chair will help you create a timeline and will ultimately approve your thesis proposal.) You will then receive notification of the members of your Thesis Committee and of any necessary edits to your proposal.
- Complete a Thesis Proposal Form and submit to your Thesis Committee Chair.
- Collaborate with Thesis Chair to set a time for proposal defense before the deadline on SCA's website.
- Defend proposal. **(Send copies of your proposal to your Committee Chair at least one week prior to defense).**
- Write thesis.
- Submit the completed thesis electronically to Thesis Committee Chair.
- Engage with Committee Chair, as required, in making adjustments to the document.
- Once the Chair believes the document ready for committee input, the thesis will be disseminated to the remainder of the committee for additional feedback.
- At this point, ask the Thesis Committee to set a date for the Oral Defense. The date for the Oral Defense should be sometime after the Committee has had ample opportunity to offer feedback yet prior to the School's published deadline. This date should be determined by the Thesis Committee.

- Supply all Committee members with an electronic copy, minus appendices, no later than **5 working days** prior to the scheduled Oral Defense. These electronic copies are intended to serve as drafts for the student's committee to comment on, edit and reference at the Oral Defense if deemed necessary. **Note: the Committee may ask the student to make additional adjustments based upon the Oral Defense.**
- Upon successfully passing the Oral Defense, Committee Chair will submit signed Thesis/Portfolio Final Defense Form to the Dean's Office.
- Student is then responsible for submitting completed thesis (with any final adjustments required by the committee) to a **University-approved proofreader**. Students are responsible for the cost of this proofreading.
- Submit Thesis to ProQuest (see below).

Submission to University Library

1. **Make changes/corrections** in the manuscript as indicated by the proofreader.
2. **Follow Library Submission instructions:** <http://libguides.regent.edu/submitting> (If you would like personal copies, you will be able to order it while you are going through the submission process.)
3. You will receive a confirmation email once your project has been approved.

A Guide to M.A. in Theatre Culminating Experiences

Option 1

3 cr. THE 599- Master's Thesis

This option is most helpful for students planning to go on to a Ph. D. in Theatre History, Criticism or Dramaturgy. It is generally a scholarly work requiring two semesters to complete and is graded by a chaired committee. For approval, students must email Chair Dr. Michael Kirkland (michhil@regent.edu) for approval and committee assignment. Once student receives approval in writing from Dr. Kirkland, they should forward approval to comadvising@regent.edu in order to register. This process should be complete no later than 2 weeks prior to the start of courses.

Option 2

3 cr. THE 599- Creative Project

This option is helpful if a student thinks they *might* do a Ph. D., but are not certain. This document details the experience of the student as either a Director, Designer or Dramaturg and consists of three sections 1) Research and Analysis 2) Journal of Rehearsals/Performances (emphasis on application of research and analysis 3) Conclusion. For approval, students must email Chair Dr. Michael Kirkland (michhil@regent.edu) for approval and committee assignment. Once student receives approval in writing from Dr. Kirkland, they should forward approval to comadvising@regent.edu in order to register. This process should be complete no later than 2 weeks prior to the start of courses.

Option 3

1 cr. THE 597 Comprehensive Examination + 2 cr. THE 681 Practicum

Most advantageous for students who take part in the Summer Residency with Tidewater Stage, this option allows students who crewed the Tidewater Stage shows while in residency to use their Practicum credits toward their Culminating Experience. *Note: most students who come to Residency only earn 1 Practicum credit (unless they come early and arrange for an additional assignment), so an alternative option of 1 cr. THE 597 Comprehensive Exam + 1 cr. THE 681 + 1 cr. THE 595 is quite common.*

The Comprehensive Examination is given mid-semester in the student's last semester and consists of in-depth essay questions designed to test students' knowledge of all of the courses they have taken in their time at Regent as well as evaluate student's ability to research in their discipline. Questions are sent to the student's Regent email address and students are responsible for following all directions given by the Department of Theatre in this process.

To register, students must email Mark Paladini (mpaladini@regent.edu) to receive approval of internships. Once approval is received in writing, please forward to comadvising@regent.edu for registration.

This process must be complete no later than 2 weeks prior to the start of classes. Late Registration will not be permitted.

Option 4

1 cr. THE 597 Comprehensive Examination + 2 cr. THE 595 Internship

This option is ideal for students who are working in the Industry or in Theatre Education at the time of degree completion. In addition to the 3 credit Internship required of all M.A. Theatre students, students can accrue an additional 2 cr. (with the same organization or an alternative) to go toward this requirement. It is a way to get credit for hands-on experience without coming to campus for the Residency.

The Comprehensive Examination is given mid-semester in the student's last semester and consists of in-depth essay questions designed to test students' knowledge of all of the courses they have taken in their time at Regent as well as evaluate student's ability to research in their discipline. Questions are sent to the student's Regent email address and students are responsible for following all directions given by the Department of Theatre in this process.

As always, all internships must be approved by Mark Paladini (mpaladini@regent.edu). Once written approval is received, please forward to comadvising@regent.edu for registration.

This process must be complete no later than 2 weeks prior to the start of classes. Late registration will not be permitted.

Option 5

2 cr. SSW 696 Directed Project + 1 cr. THE 595 Internship

For students wishing to showcase their Playwriting skills this option may be ideal. If a student has taken SSW 511 Playwriting previously in their academic career, a student may propose a script writing project to be combined with an additional 1 cr. Internship.

For approval, student must email the head of the Script and Screenwriting program for written permission. Once received, they must forward this on to comadvising@regent.edu for registration.

This process must be complete no later than 2 weeks prior to the start of classes. Late registration will not be permitted.

*There are a few acceptable variations on the above options that either your Academic Advisor or Faculty Mentor may be able to propose. Contact Advising with any questions!