

## Guidelines for a Bachelor's Degree with Distinction in Chemistry

Distinction in Chemistry is awarded by the Chemistry Department to recognize graduating seniors who show both academic and research excellence in the field. To be eligible for distinction in chemistry, students must meet minimum GPA requirements, and participate in a significant research experience. The research culminates in the preparation of a high-quality thesis. For more information, contact Professor Nancy Totah (ntotah@syr.edu).

### Requirements:

Requirements for the degree with distinction are as follows:

- chemistry major
- high quality chemistry research thesis (approved by the thesis committee)
- cumulative GPA of 3.4\* by the end of the senior year (Syracuse coursework)
- GPA of 3.4\* in chemistry courses by the end of the senior year (Syracuse coursework)

\* Final GPAs will be verified by the Chemistry Department. Please note that a GPA of 3.400 is needed to meet each requirement.

### Scope of the Research Project:

It is recommended that students start their research as early as possible, but not less than three semesters before graduation. The amount and scope of the research required will vary somewhat with the specific problem studied. It is highly unlikely that students beginning research in their senior year will be able to amass enough data and have the time to prepare a high-quality thesis that meets the requirements for the degree with distinction.

### The Thesis Committee:

The thesis committee will consist of the research advisor and two additional chemistry faculty members. The committee should be identified at the time the distinction proposal form is submitted. All members of the committee will need to read and approve your thesis prior to submission.

### Distinction Proposal Form:

A completed Distinction Proposal Form must be submitted to the Chemistry Department office in the semester prior to graduation. Submission deadlines are as follows:

May graduates:	February 1st
December graduates:	September 15th

### Thesis Preparation:

Students should begin drafting chapters of their thesis and reviewing them with the research advisor in the fall of their senior year (May graduates). Early in the spring semester, a completed draft should be submitted to the research advisor. The document should be revised as needed, then submitted to the entire thesis committee. Keep in mind that additional corrections may be required before the final approval. As such, the final draft of the thesis should be submitted to thesis committee members at least three weeks prior to the final submission deadline. A suggested timeline for thesis preparation is provided below:

### Suggested Timeline for May Graduates:

Feb 15th	Submit completed draft to research advisor
Feb 16 - March 31st	Confer with advisor and make necessary revisions
April 1st - April 20th	Submit revised draft to entire thesis committee Confer with committee members; make necessary revisions
April 20th - deadline	Prepare final research thesis for submission Get final approval and signatures from thesis committee
last Friday in April	Submit final document (see requirements below)

### Suggested Timeline for December Graduates:

Oct 1st	Submit completed draft to research advisor
Oct 15 - Nov 15th	Confer with advisor and make necessary revisions
Nov 15th - Nov 25th	Submit revised draft to entire thesis committee Confer with committee members; make necessary revisions
Nov 25th - deadline	Prepare final research thesis for submission Get final approval and signatures from thesis committee
first Wednesday in Dec.	Submit final document (see requirements below)

### **Thesis Submission:**

Submit the following items to the Chemistry Department office.

- an electronic copy of the final approved thesis
- two print copies of the thesis cover page with original signatures from all committee members

Deadlines for thesis submission are:

May graduates:	last Friday in April
December graduates:	first Wednesday in December

A copy of the thesis will be bound and returned to the student. Be sure to include a forwarding mailing address with your electronic thesis submission.

### **Honors Students:**

Chemistry student's who are writing a thesis to fulfill the requirements of the Honors Program may use the same thesis for the Degree with Distinction requirement. The title page should be modified appropriately. See the Thesis Guidelines for formatting instructions.

# Distinction in Chemistry: Thesis Guidelines

## Format

**Page Setup:** Pages should be set to U.S. letter (8 ½" x 11").

**Margins:** Left hand margins must be at least 1 1/2" to allow room for binding. This applies to the entire thesis, including title page, all appendices, diagrams, and figures. Top, bottom, and right margins should be 1".

**Type:** The thesis should be printed in at least 12-point font.

**Line Spacing:** The body of the thesis should be double spaced and printed on one side of the paper only. The abstract and footnotes or endnotes should be single spaced.

**Page Numbering:** Every page of the paper, including blank pages, must be assigned a page number. Although counted in the pagination, the number should not appear on the following pages: title page copyright notice, abstract, or section title pages. Preliminary pages are numbered using roman numerals (i, ii, iii, ...). Typically, the table of contents is the first page which displays a page number (page "iv" if all components below are included). The body of the text should be numbered consecutively in Arabic numerals beginning with "1". Page numbers should be placed so they appear clearly separate from the body of the text.

## Written Components of the Thesis

The thesis should be compiled in the following order:

- Title Page
- Copyright Notice (optional)
- Abstract
- Table of Contents
- Acknowledgements (optional)
- Thesis Body
- References
- Appendices (optional)

**Title Page:** A sample title page is attached at the end of this document.

**Copyright** (optional): Copyright protection is automatic. No copyright notice is needed for full copyright protection to apply, but you may include a copyright protection notice if you wish. A sample copyright notice page is included at the end of this document.

**Abstract:** The abstract should provide a concise summary of the thesis. A typical abstract will include a statement of the problem, a brief description of the method(s) and design, and a concise summary of the major findings and their significance. The abstract should not exceed 1 page.

**Table of Contents:** The table of contents should list the page numbers for the following components: acknowledgements, thesis body (including chapter and section headings), references, and appendices (if any). As described above, this is the first page on which a lower-case Roman numeral should appear.

**Acknowledgements** (optional): This section can be used to express your personal or professional appreciation to those individuals or organizations who contributed in some way to the work.

**Thesis Body:** This section should include a statement of research problem and objectives, background information and/or a review of the primary literature, a thorough discussion and analysis of the original research conducted, and an experimental section. The style and organization of the thesis body should be determined in close consultation with the research advisor.

**References:** Citations should be numbered consecutively and formatted according to the guidelines of the American Chemical Society. For a handy reference see ACS Style Guide (available in many labs) or check the following website: <http://chemistry.library.wisc.edu/writing/acs-style-guidelines.html>.

**Appendices:** Additional materials (crystallographic data, copies of spectra, etc.) relevant to the project can be placed in an appendix. Each appendix should have a title and should be listed in the table of contents. Be sure that all material in the appendix conforms to the margin requirements.

### **Honors Students:**

Chemistry students who are writing a thesis to fulfill the requirements of the Honors Program may use the same thesis for the Degree with Distinction requirement. Documents formatting to meet the requirements of the Honors Capstone Project will also meet formatting requirements for the Chemistry Degree with Distinction, except that the title page for the Degree with Distinction thesis should be modified appropriately. A sample title page follows.

*Sample Title Page:*

## **Thesis Project Title**

Author's Name

Candidate for B.S. (or B.A.) Degree  
with Distinction in Chemistry

Month Year

APPROVED: Thesis Project Advisor: \_\_\_\_\_  
(type advisor's name below line)

Committee Member: \_\_\_\_\_  
(type committee member's name below line)

Committee Member: \_\_\_\_\_  
(type committee member's name below line)

*Sample Copyright Notice (Optional):*

Copyright 2023 John Barry Doe

All rights reserved