



# **BA Honours in Anthropology**

## **Student Handbook**

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## 1. WELCOME

This Handbook has been prepared to give you, the student, an overview of the Honours Program in Anthropology at Mount Royal University. Information herein should help you decide whether or not you want to apply for admission to the Anthropology Honours Program. This Handbook provides the information you need to determine whether or not you are eligible for admission and explains the application process. If you are admitted to the Program, this Handbook will serve as the key resource to guide you through your Anthropology Honours experience.

Information on all Honours programs in the Faculty of Arts, including Anthropology, can be found in the MRU Calendar. *Refer to MRU calendar for your year of admission to the Anthropology major when reviewing Honours information.*

We hope that you find this Handbook helpful. We strive to maintain accuracy with respect to the information contained in this document. However, *some of the contents may be subject to change and/or revision.* If you have any suggestions for improving this handbook, please send them to the Anthropology Honours Coordinator.

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## 2. WHY DO A “B.A. HONOURS” IN ANTHROPOLOGY?

An Honours degree recognizes academic excellence. The Honours Program in Anthropology offers dedicated undergraduate students the opportunity to conduct independent research under the supervision of a full-time faculty member in Anthropology who has expertise in the student’s chosen research area. You will submit the results of your research in the form of an Honours thesis or project.

When you successfully complete the Honours Program you will be well positioned to apply to academic graduate schools. Completion of an Honours degree indicates that a student has engaged in some form of independent learning, under the guidance of a faculty supervisor, over and above that required by regular degree-related course work.

## 3. PROGRAM STRUCTURE - MOUNT ROYAL BA ARTS (HONOURS)

Refer the MRU Academic Calendar entry relevant to your year of admission (or equivalent) to the Anthropology BA Program.

2016-2017

<https://www.mtroyal.ca/cs/groups/public/documents/pdf/16-17academiccalendar.pdf> (pg 50, 53)

2017-2018:

[https://catalog.mtroyal.ca/preview\\_program.php?catoid=7&poid=959&returnto=259](https://catalog.mtroyal.ca/preview_program.php?catoid=7&poid=959&returnto=259)

2018-2019

[https://catalog.mtroyal.ca/preview\\_program.php?catoid=5&poid=577&returnto=1027](https://catalog.mtroyal.ca/preview_program.php?catoid=5&poid=577&returnto=1027)

2019-2020:

[https://catalog.mtroyal.ca/preview\\_program.php?catoid=17&poid=3368&returnto=1388](https://catalog.mtroyal.ca/preview_program.php?catoid=17&poid=3368&returnto=1388)

2020-2021

[https://catalog.mtroyal.ca/preview\\_program.php?catoid=21&poid=4023&returnto=1413](https://catalog.mtroyal.ca/preview_program.php?catoid=21&poid=4023&returnto=1413)

### **Topics include:**

*Acceptance Criteria*

*Continuance Requirements*

*Graduation Requirements*

*General Education Requirements*

## 4. PROGRAM PLANNING ADVICE

Normally, you would submit your application to the Honours Program by May 1 for admission in the last year of your Program. If your application is successful, then you are eligible to start the Honours Program in the following academic year.

By the end of your second-to-last year, you should have completed ANTH 3305: *History of Anthropology*, and ANTH 3307: *Statistics for Anthropology*. ANTH 3305 is a prerequisite for the Honours course ANTH 5110.

If you intend to apply for admission to graduate school, it is particularly important that you complete your Honours thesis in the final year of your MRU degree. Graduate school applications are usually due in late fall or early winter (North America) or spring (Europe). After completing the Honours courses ANTH 5110 and ANTH 5120, if you still need courses to complete your MRU degree, then your application to graduate or professional school will probably not be considered and you will have to re-apply for graduate school the following academic year.

In order to be able to apply for admission to the Honours Program during the second-to-last year of your degree and to complete the Honours degree the following year, the sequence of Anthropology courses below is **highly recommended**. *Consult with your Major Advisor to review applicable Honours Program requirements.*

### Course Sequencing Advice

First Year:	ANTH Core courses at the 1XXX level
Second Year:	ANTH Core courses at the 2XXX level and another ANTH course at the 2000-level
Third Year:	ANTH 3305, ANTH 3307, and three other ANTH courses at the 2000-level or higher. Complete at least one 3XXX Methods Course
Fourth Year:	Sequentially, based on your admission term: ANTH 4401, ANTH 5110 and another ANTH course at the 4000-level, the 2 <sup>nd</sup> Methods Course at the 3XXX level. ANTH 5120 and another ANTH course at the 4000-level

Note: ANTH 5110, ANTH 5120, one ANTH 4000-level, and one ANTH 2000-level course from the above listed course sequence will fulfill your Honours Program course requirements, for a total of 20 ANTH courses required overall.

## 5. APPLICATION AND ADMISSION - ANTHROPOLOGY HONOURS PROGRAM

### **Acceptance Requirements – Honours Stream:**

Students may complete a Department application package for acceptance into the Honours stream upon successful completion of 20 courses in the Bachelor of Arts program. The Application form and current mruGradU8 PDF must be submitted.

### **Anthropology Discipline GPA Requirements for Eligibility:**

To be admitted into the Anthropology Honours Program, a student must have a GPA of 3.00 across the last 10 courses completed.

### **Anthropology Discipline GPA Requirements for Continuance:**

Students accepted into the Honours BA must maintain a term GPA of 3.00 in each semester. Subject to review by the Chair, students accepted into an Honours program who fail to maintain a term GPA of 3.00, will lose their place in the Honours program. Students will normally not be permitted to reapply for Honours, and may do so only with the permission of the Chair of their honours discipline. Students permitted to reapply must follow the procedures for "application into the Honours stream," as mentioned above. There is no guarantee that a student will be re-admitted into the Honours program.

### **Application and Admission Process**

As the first step, and well in advance of the application deadlines, you should meet with potential supervisors (defined as full-time Mount Royal University Anthropology faculty) to discuss your interest in the Honours Program and possible topics for an Honours thesis or project. As part of your application you are required to submit a detailed description of your proposed Honours research to the Department of Sociology & Anthropology. Your description should result from discussions with the person you would like to supervise your research.

As the second step, you are required to fill the "Application for Admission to the Honours Program in Anthropology" form available **after April 1 of each** academic year online or from the Department of Sociology & Anthropology Main Office – Room B3490.

### **Application Package must include:**

1. Duly filled out and signed ANTH Honours Application Form including Research Topic and Description
2. Copy of Unofficial Transcript (from mruGradU8), which includes the courses you have completed, those in progress and current GPA (PDF downloaded from mruGradU8)

For admission to the Honours program you must submit the completed form and required documentation to the Department office (B3490) **on or before May 01.**

## **Review and Approval Process:**

1. Full-time Anthropology faculty will meet to review applications and decide which students will be accepted into the Honours Program. At these meetings, both GPA and the proposed thesis topic will be considered, with emphasis placed on the fit between the projects proposed by the students and the research expertise and interests of full-time Anthropology faculty members.
2. The Anthropology Coordinator/Chair will notify successful applicants.
3. The Department Chair will approve the applicants who are accepted into the program. Those not accepted in to the Honours program will be notified by the Chair.
4. Formal notification of acceptance into the Honours Program will be forwarded from the Department of Sociology and Anthropology to the Faculty of Arts, Dean's Office.
5. The Dean's Office will notify the registrar to change the student's status to "Honours".
6. When this change is reflected in your record, you are required to register for the Honours course/s.

## **6. GRADUATION**

### ***Eligibility to Graduate***

*To be eligible to graduate from a Mount Royal program, a student must have been officially admitted into the program and must normally complete at least 25% of the graduation requirements as a student within the program, except where written approval has been given by the dean/director of the faculty/centre/school.*

*To be eligible to graduate with a Bachelor of Arts with a Major, students must satisfactorily complete all the General Graduation Requirements for the BA with a Major as well as all the Specific Graduation Requirements for their Major area of study (see below). To be eligible to graduate with a Bachelor of Arts with Honours, students must satisfactorily complete all the General Graduation Requirements for the BA with Honours as well as all the Specific Graduation Requirements for the BA with Honours for their area of study. Students completing the Honours Program who have failed to satisfy all the requirements for an Honours degree but who have satisfied all requirements for a BA Major degree shall receive a BA Major degree upon graduation.*

**Students must follow the graduation application procedure outlined in the relevant Mount Royal Calendar. Applications must be submitted by the date published in the Calendar's Academic Schedule.**

***Application for Honours after receiving a Bachelor of Arts in the same discipline.***

A student who has graduated with a Bachelor of Arts may not apply to enter Honours in the same discipline in which he or she has received the Bachelor of Arts degree.

## **7. AREAS OF EXPERTISE OF FULL-TIME ANTHROPOLOGY FACULTY**

**Dr. Angela Beattie** is a cultural anthropologist with expertise in music and fan culture, medical anthropology, anthropology of the body, maternal and child health, international health, ethnomedicine, transnational formations, globalization and modernity, and articulations of tradition, modernity and identity in post-colonial society. Her geographical areas of specialization include India and Japan.

**Dr. Rebecca Gilmour** is a biological anthropologist with expertise in human skeletal biology, focussing specifically on palaeopathology, functional morphology (e.g., biomechanics), and (digital) imaging. She is interested in how bone reflects activity, especially as that activity relates to human health and disease experiences. Her geographical/temporal areas of specialization are broad, and include the Roman World and contemporary human populations; she is open to discussing suitable osteological research questions in various regions and time periods.

**Dr. Samanti Kulatilake** is a biological anthropologist with expertise in human osteology, and quantitative methods. She is interested in the relationship between human evolutionary history, dispersals, adaptations and affinities, mortuary practices and palaeopathology. Her geographical area of specialization includes South Asia.

**Dr. Mary-Lee Mulholland** is a cultural anthropologist with expertise in performance and performativity, popular culture, gender and sexuality, race and ethnicity, religion, immigration and multiculturalism, and consumption. Her geographical areas of specializations include Canada and Latin America.

**Professor Fredrick Ulmer** is a linguistic and cultural anthropologist with expertise in cross-cultural communication, discourse strategies, business communication, aboriginal studies, hunters



and gatherers, urban anthropology, anthropology of art and anthropology of gender. His geographical area of expertise includes Aboriginal North America with special interest in the Northwest Coast, the Subarctic, the Arctic and the Great Plains.

## **8. ANTH 5110 and ANTH 5120: THE HONOURS COURSES**

Honours students are required to take the two Honours courses related to their thesis: ANTH 5110 Honours *Research Design* and ANTH 5120 *Honours Thesis*. ANTH 3305 is a prerequisite for ANTH 5110. ANTH 5110 is a prerequisite for ANTH 5120. In ANTH 5110, you will work with your supervisor on research design to define your research question, compile your literature review, and present your thesis proposal. In ANTH 5120 you will work independently, guided by your supervisor, to conduct your research, analyze and discuss your findings and their significance to the discipline of Anthropology, write your thesis, and make a formal oral presentation of your thesis research. Once enrolled in the Honours Program, your supervisor will provide detailed course outlines for ANTH 5110 and ANTH 5120. (See Appendix for samples).

## **9. WHAT IS AN HONOURS THESIS?**

The Bachelor of Arts with Honours in Anthropology requires you to complete an Honours thesis under the supervision of a full-time faculty member, known as your “supervisor.” The Honours thesis will be 40 – 60 pages in length. Note that these numbers refer to the body of the thesis text and do not include title pages, notes, references cited, figures, tables, maps, or appendices. In undertaking an Honours thesis, your goals are (1) to develop the capacity to conduct and report on independent research and (2) to demonstrate that your analysis answers the research question(s) you have laid out for the thesis. The thesis must be submitted in written form and presented orally.

The opportunity exists for a student to undertake a *project* rather than a research-based thesis to complete the requirements for the BA Honours degree. Anthropology Honours projects may take the form of a museum exhibit, a piece of creative ethnographic writing, a report on fieldwork, a media production, or similar endeavour. All projects, however, are expected to include a substantial written component presenting critical reflection of the work. Student proposals for a project of this kind will be considered on a case-by-case basis.

Your supervisor has primary responsibility to guide you in development of your thesis topic and with your research and writing processes. After initial discussion, your supervisor and you may choose to invite a Reader or an Adjunct to contribute his or her expertise to the thesis research. A Reader is a full-time faculty member at Mount Royal, either in Anthropology or in another

department or discipline on campus, who has expertise relevant to your thesis topic. An adjunct is a scholar who is not a full-time faculty member at Mount Royal, and who may in fact be from outside the University, but who has expertise related to your thesis topic.

## **10. YOUR RESPONSIBILITIES**

Your supervisor will guide you, but the Honours thesis is your project! It is your responsibility to:

- formulate your ideas,
- plan your research,
- conduct your research,
- plan your thesis,
- organize and write drafts of your thesis,
- meet regularly with your supervisor and/or Reader or Adjunct,
- complete and submit your thesis,
- prepare and give your oral thesis presentation, and
- meet all deadlines.

Expect to meet regularly with your supervisor and to attend these meetings well prepared to discuss progress on your Honours thesis or project.

## **11. YOUR SUPERVISOR'S RESPONSIBILITIES**

- It is your supervisor's responsibility to guide and instruct you in the research process, not to design or conduct your research or to write your thesis.
- Your supervisor should be available to meet with you. As a guideline, a meeting should take place every one or two weeks.
- Your supervisor should advise you on the establishment of a realistic timeline for the completion of the various steps involved in your thesis research.
- Your supervisor will provide you with the course outlines for ANTH 5110 and ANTH 5120. S/he will grade your work in these courses, including your thesis and the oral presentation of your proposal and thesis.
- For grading details in ANTH 5110, please refer its course outline. In ANTH 5120, the written thesis and oral presentation will be given a letter grade according to the 4-point grading system (see relevant sections in the MRU calendar).

## 12. RESPONSIBILITIES OF YOUR READER OR ADJUNCT

- If a Reader or Adjunct is required or desired, that person will be identified at the time of submitting your Honours application to the Department.
- If you have one, the Reader or Adjunct will provide specialized knowledge, research stimulus, guidance, and feedback on a regular or occasional basis to help you design, and carry out your thesis research and to write your thesis. His or her role is **supplementary** to that of the supervisor.
- A Reader or Adjunct is not involved in formally assigning grades to your work in ANTH 5110 or ANTH 5120.

## 13. HONOURS THESIS WRITING GUIDE

### 13.1 Planning and Conducting Your Research

#### *Identifying Your Research Question(s)*

Your research will begin by identifying a research question or questions. This step is critical in the research process because it will help you develop, refine, or alter your original question until it can serve as the central focus of your research topic. Your supervisor will work with you in this process.

#### *Literature Review*

You may conduct a thorough review of relevant academic literature, in consultation with your supervisor. You may then prepare a literature survey and/or annotated bibliography carefully formatted according to either the Society for American Archaeology (SAA) or, the International Chicago author-date system referencing style (American Anthropological Association –AAA - follows this style). As well as the literature survey and/or annotated bibliography, this review may include a well-written and detailed summary providing a critique of existing literature by assessing content strengths and weaknesses, identifying avenues for further research, and highlighting the need for the proposed research.

#### *Ethics or Collections/Permit Application*

In addition to the formal assessments in ANTH 5110, any research project involving human subjects must be carefully considered by the researcher to make certain that ethical principles are adhered to in all stages of the research. The Human Research Ethics Board (HREB) at MRU sets out the requirements and processes for ethics applications. If your research requires formal ethics approval then you will prepare the application and submit it to the HREB for the needed approval. Likewise, if your research requires you to obtain formal authorization or a permit to work with a

particular collection of artefacts and/or documents, you will be required to apply for this authorization or permit. If your Honours project does not require a formal ethics application or collections/permit application, individual supervisors may include an assessment in ANTH 5110 on formulating a mock ethics approval or mock permit application.

### *Thesis Proposal*

You will write a detailed thesis research proposal. You should expect to submit two or three drafts of your proposal to your supervisor before it is fully developed, complete, and finalized. The proposal should contain a brief review of relevant literature, a clear statement of the research question(s) to be examined, a brief description and explanation of chosen research methods, and a precise description of how the research will be conducted. The final proposal must be approved by your supervisor and should not exceed 10 pages in length, excluding the title page, references, tables, figures, and appendices. Note that the thesis proposal is one of the graded course components for ANTH 5110.

### *Thesis Proposal Presentation*

You will make a presentation of your thesis proposal to peers and faculty as the final graded course component for ANTH 5110.

### *Conducting Research*

How you carry out the research described in your proposal will vary considerably depending on whether your project is in archaeology or biological, cultural or linguistic anthropology. You and your supervisor will determine what exactly needs to be done, based on your research proposal.

### *Data Analysis*

Just as there will be considerable variation in the research methods you may use, there may be considerable variation in how you analyze your data. You and your supervisor will determine how exactly your data will be analyzed. In some cases, data analysis can begin as data is being collected, but in other cases it will begin after data collection is complete.

## 13.2 Writing your Honours Thesis

An Honours thesis includes research question(s), a literature review, methodology, results, and a discussion of the significance of your findings. It should demonstrate that the student is familiar with published literature on the topic, that appropriate research methods have been selected and correctly applied, that critical interpretation or analysis has been undertaken, that the findings have been contextualized, and that any original contributions to the field of study have been clearly identified.

### Format and Style

Normally, the thesis will include the following:

- ❖ Title Page
- ❖ Abstract (150-250 words)
- ❖ Acknowledgements (optional)
- ❖ Table of Contents
- ❖ List of Tables (if any)
- ❖ List of Figures, Maps, and Illustrations (if any)
- ❖ List of Symbols, Abbreviations, Nomenclature (if any)
- ❖ Body of Text (40 to 60 pages) may include the following:
  - Introduction
  - Literature Review
  - Research Question(s)
  - Research Methods
  - Research Results
  - Discussion
  - Conclusions
- ❖ References Cited/Bibliography
- ❖ Appendices (if any)

In-text citations and the References Cited section must follow the referencing style of either the Society for American Archaeology (SAA) or, the International Chicago author-date system (used by AAA), as determined by you and your supervisor.

Text must be in 12-point font. (if the selected referencing style allows footnotes, they may be in a smaller font).

Normally, a single style of font must be used throughout the entire thesis.

The left margin must be 1.5 inches. All other margins must be 1 inch.

Lines of text must be double-spaced.

Topic headings may be used but are not required.

All pages of the thesis must be numbered. The first page of the body of the text is page 1. Pages preceding it, with the exception of the title page, are numbered using lower case Roman numerals (i, ii, iii, etc.).

### **13.3 Presentation of your Thesis Research**

At the end of ANTH 5120, each Honours student will make an oral presentation of their thesis research. Worth 20% of your grade, this assessment will be an important course component of ANTH 5120.

## **14. RESOURCES**

Greetham, Bryan.  
2009. *How to Write Your Undergraduate Dissertation*. Palgrave Study Skills. Houndmills, Basingstoke, Hampshire, UK: Palgrave Macmillan.

Lipson, Charles.  
2005. *How to Write a BA Thesis: A Practical Guide from Your First Ideas to Your Finished Paper*. A Chicago Guide to Writing, Editing and Publishing. Chicago, IL: University of Chicago Press.

## APPENDIX

## Sample Course Outline ANTH 5110 – Honours Research Design



Department of Sociology & Anthropology

### ANTHROPOLOGY 5110: Honours Research Design

**Anthropology Honours Program Coordinator:**

**Supervisor:**

#### **Calendar Description**

ANTH 5110 – Honours Research Design (3 credits)

Students of Anthropology 5110, working under the one-on-one supervision of a full-time faculty member, will develop and publicly present a research proposal in anthropology. The proposed project plan will be carried out in the second required course for the Anthropology Honours stream, Anthropology 5120.

Prerequisite: Anthropology 3305.

Note: This course is restricted to students in the final year of their program who are officially accepted and enrolled in the Anthropology Honours Program.

#### **Course Description**

Students who are enrolled in the Honours stream in Anthropology must complete two courses: ANTH 5110 – Research Design and Professional Development (to be completed in the fall) and ANTH 5120 - Honours Thesis (to be completed in the winter). These courses will be the opportunity for students to be engaged with original anthropological research. In ANTH 5110 students will develop research competence through discussions with their supervisors and/or peers/honours student cohort, conduct an in-depth literature review on their specified topic, and formulate and present a formal honours thesis proposal.

The primary objective of ANTH 5110 is to provide students with fundamental research skills, clear and concise writing skills, and formal public speaking skills. In particular, workshop and faculty efforts will be geared toward building students' research and writing skills. Emphasis will also be placed on the students' ability to think critically and independently, to organize their time efficiently, and on their ability to design a significant and well-planned research project. Students will be expected to work independently, to take personal responsibility and initiative for a variety of tasks, and to be diligent and persistent in achieving their goal. Although students will work closely with their faculty supervisors, each student is the primary agent to all phases of the research and this course. Students must refer to the *BA Honours in Anthropology Student Handbook* for more details.

#### **Required Text**

There is no required text for this course. Instead, the student will be required to read, understand, and critique numerous research articles (chosen in collaboration with the full-time supervisor) related to the student's research topic as well as other source materials.



## Grading Scheme

ASSESSMENT	DESCRIPTION	WEIGHT
Individual Written Assessment(s)	Assessment topics may include the following: Ethics, collections, permit application, literature survey, annotated or updated bibliography, or other assessment	
Honours Thesis Proposal	Due date to be determined in consultation with supervisor. Suggested: One week prior to end of Final Exam Period	
Honours Thesis Proposal Presentation	Presented to faculty/students?	20%

- *The full-time supervisor is responsible for assessing all student grades*  
*The full-time supervisor will:*
  - *Communicate 25% of the grade to the student five working days prior to the withdrawal deadline*
  - *Submit the final letter grade within two business days after the last day of classes/during the final examination period*

## Assessment Guidelines

*Individual Assessment(s)* (xx%)  
 Assessment details will be determined by your supervisor.

*Honours Thesis Proposal* (xx%)  
 Students will produce a detailed research proposal with a carefully planned research design and a thoroughly justified rationale for the work. Students should expect to submit several drafts of their thesis proposal to their faculty supervisor. The final proposal must be approved by the faculty supervisor and should not exceed 10 pages in length (excluding title page, references, tables, appendices, etc.). The proposal should contain a brief review of the relevant literature, a clear statement of the research question and major hypothesis to be examined, and a precise outline of the proposed research. Assessment details will be determined by your supervisor.

*Honours Thesis Proposal Dissemination* (20%)  
 Students will orally present their Honours Thesis Proposal to the honours cohort faculty, and majors during the final workshop. Assessment details will be determined by your supervisor.

## Grading System Guide

Letter Grade	Percentage	Description
A+	95 – 100	Excellent
A	85 – 94	
A –	80 – 84	
B +	77 – 79	Good
B	73 – 76	
B –	70 – 72	
C +	67 – 69	Satisfactory
C	63 – 66	
C –	60 – 62	
D +	55 – 59	Marginal performance
D	50 – 54	
F	00 – 49	Fail

## Criteria for Accepting Late Assessments

A student who is unable, for a valid reason, to complete an assignment by the scheduled time may apply for permission to submit a late assessment. Valid reasons for requesting permission to submit a late assessment include but are not restricted

to: personal illness, bereavement, personal injury, and unavoidable and unanticipated demands in caring for dependents. The supervisor may also consider other compelling reasons that are outside the student's control. The application to submit a late assessment must be supported by appropriate documentation. If the late assessment is due to religious conviction, the supervisor must be informed in writing of the conflict at least two weeks prior to the scheduled date of submission of the assessment.

**Should a student submit their assignment for grading, and later report extenuating circumstances to support a request for resubmission, such requests will not be considered.**

### **Penalties for Late Assessments**

Unless students meet the criteria for accepting late assessments noted above, late assignments will be assessed a late penalty equivalent to a "+" or "-" of a letter grade for each day late (e.g., An "A" assignment, turned in a day late would receive a grade of "A-"). Students also need to be aware of the consequences of plagiarism. The lightest penalty for plagiarism is a failing grade for the assignment; heavier penalties include a failing grade for the course, a notation in your academic record, and dismissal from Mount Royal University.

You must be familiar with Academic Regulations and Academic Status in the Mount Royal University Calendar and the Code of Student Conduct at: <http://www.mtroyal.ca/CampusServices/CampusResources/StudentConduct/index.htm>

### **Blackboard terms of use policy**

<https://courses.mtroyal.ca/studentresources/module-3/blackboard-content-terms-and-conditions/>

If you are a student with an Academic Accommodation Memo and Professor Acknowledgement form from Accessibility Services, please make an appointment with me as soon as possible to discuss your Accommodations in a private and confidential setting. Requests to review and sign Academic Accommodation documents should not be made during or between classes. If you are a Student Experiencing a Disability who may require Academic Accommodation and have not yet registered with Accessibility Services, please contact their office at 403-440-6868. You must be registered with Accessibility Services to access Academic Accommodations. If you require Academic Accommodations for a reason other than Disability, please make an appointment with me to discuss or contact Diversity and Human Rights Services at 403-440-5956.

**Learning Skills Centre** If you are interested in refining (or developing) studying, note taking, or writing abilities, consider visiting the Learning Skills Centre at RLLC or calling them at 403-440-6452.

<https://www.mtroyal.ca/AcademicSupport/ResourcesServices/StudentLearningServices/index.htm>

**Your Mental Health:** Feeling stressed, anxious, sad, overwhelmed, alone, or sick and achy? Finding it hard to be motivated, meet deadlines or attend class? Having a hard time sleeping, concentrating or retaining information no matter how much you study? Help is available! See MRU's Mental Health Website for all resources.

<https://www.mtroyal.ca/CampusServices/WellnessServices/CampusCommunityWellness/index.htm>

**Dating, Domestic and Sexual Violence:** You are encouraged to find general information on healthy relationships and dating, domestic and sexual violence as well as information on how these issues are addressed at Mount Royal University.

MRU's Sexual Violence and Awareness link:

<https://www.mtroyal.ca/CampusServices/CampusResources/CampusEquityMeaningfulInclusion/SexualViolenceResponseAwareness/index.htm>

### **Academic Success Workshops**

<http://www.mtroyal.ca/AcademicSupport/ResourcesServices/StudentLearningServices/Workshops/index.htm>

## Sample Course Outline ANTH 5120 – Honours Thesis



Department of Sociology & Anthropology

### ANTHROPOLOGY 5120: Honours Thesis

**Anthropology Honours Program Coordinator:**

**Supervisor:**

#### **Calendar Description**

ANTH 5120 – Honours Thesis (3 credits)

Anthropology Honours students are required to demonstrate their mastery of anthropological knowledge, including method and theory, by completing an independent written research project, culminating in an Honours thesis.

*Prerequisite:* ANTH 4401 and 5110

Note: These prerequisite courses must be successfully completed by or during the fall term of the student's final year in the Anthropology Honours BA degree. Co-op students may be exempt from this requirement

Note: This course is restricted to students who have been accepted into the Anthropology Honours Program.

#### **Further Information**

Students in this course will complete the data collection, analysis, writing, and presentation components of their Honours thesis. Students must meet regularly with their Honours supervisor as their thesis research and writing proceed; there is no formal group or classroom associated with enrollment in ANTH 5120.

The Honours degree option in the Bachelor of Arts in Anthropology requires students to complete a written document with the supervision of a faculty supervisor. The principal requirement of the Honours degree is to write a thesis to a maximum of 60 pages (not including notes, references cited, figures, tables, maps, appendices, or audiovisual productions) that showcases the anthropological knowledge and skills that the student has acquired at Mount Royal University and is of sufficient quality to present to a graduate school or an employer.

In undertaking an Honours thesis, the student's goal is to demonstrate that their analysis answers the research question(s) laid out in the thesis. It will reflect independent research in Anthropology that is genuinely the student's own work. The supervisor will assist the student with approval of the thesis topic (to have been completed while enrolled in ANTH 5110) and completion of the research and writing process necessary for this Honours degree option. The final thesis must be submitted for grading and a public oral presentation must be given.

Students will find detailed information within the ***BA Honours in Anthropology Student Handbook***, and are responsible for following all the requirements described within that document.

To meet the learning outcomes of this course an Honours student will conduct literature reviews, collect and analyze data, and critically evaluate, interpret and discuss their findings. In addition, the thesis topic must be viewed and described in terms of previous research. Students must discuss the implications of their research through the formulation of ideas for future research. Students must consider the ethical implications of their research and submit required documentation to the HREB (Human Research Ethics Board) and/or other appropriate agencies.

### Required Textbook

There is normally no required text for this course. Instead, you will be required to read, critique and present research materials (chosen in collaboration with your supervisor) as you develop your final thesis submission.

### Grading Scheme

Students are required to produce two outcomes while enrolled in this class: a completed written Honours thesis, and a public presentation of a summary of their thesis research and conclusions. Their final (letter) grade for the course will be determined as follows:

ASSESSMENT	WEIGHT
Oral Presentation:	20%
Written Thesis:	80%

- *The full-time supervisor is responsible for assessing all student grades*  
*The full-time supervisor will:*
  - *Communicate 25% of the grade to the student five working days prior to the withdrawal deadline*
  - *Submit the final letter grade within two business days after the last day of classes/during the final examination period*

### Grading System Guide

Letter Grade	Percentage	Description
A+	95 – 100	Excellent
A	85 – 94	
A –	80 – 84	
B +	77 – 79	Good
B	73 – 76	
B –	70 – 72	
C +	67 – 69	Satisfactory
C	63 – 66	
C –	60 – 62	
D +	55 – 59	Marginal performance
D	50 – 54	
F	00 – 49	Fail

### Criteria for Accepting Late Assessments

A student who is unable, for a valid reason, to complete an assignment by the scheduled time may apply to her/his supervisor for permission to submit a late assessment. Valid reasons for requesting permission to submit a late assessment include but are not restricted to: personal illness, bereavement, personal injury, and unavoidable and unanticipated demands in caring for dependents. The supervisor may also consider other compelling reasons that are outside the student's control. The application to submit a late assessment must be supported by appropriate documentation. If the late assessment is due to religious conviction, the supervisor must be informed in writing of the conflict at least two weeks prior to the scheduled date of submission of the assessment.

**Should a student submit their assignment for grading, and later report extenuating circumstances to support a request for resubmission, such requests will not be considered.**

### Penalties for Late Assessments

Unless students meet the criteria for accepting late assessments noted above, late assignments will be assessed a late penalty equivalent to a "+" or "-" of a letter grade for each day late (e.g., An "A" assignment, turned in a day late would

receive a grade of “A–”). Students also need to be aware of the consequences of plagiarism. The lightest penalty for plagiarism is a failing grade for the assignment; heavier penalties include a failing grade for the course, a notation in your academic record, and dismissal from Mount Royal University.

You must be familiar with Academic Regulations and Academic Status in the Mount Royal University Calendar and the Code of Student Conduct at: <http://www.mtroyal.ca/CampusServices/CampusResources/StudentConduct/index.htm>

**Blackboard terms of use policy**

<https://courses.mtroyal.ca/studentresources/module-3/blackboard-content-terms-and-conditions/>

If you are a student with an Academic Accommodation Memo and Professor Acknowledgement form from Accessibility Services, please make an appointment with me as soon as possible to discuss your Accommodations in a private and confidential setting. Requests to review and sign Academic Accommodation documents should not be made during or between classes. If you are a Student Experiencing a Disability who may require Academic Accommodation and have not yet registered with Accessibility Services, please contact their office at 403-440-6868. You must be registered with Accessibility Services to access Academic Accommodations. If you require Academic Accommodations for a reason other than Disability, please make an appointment with me to discuss or contact Diversity and Human Rights Services at 403-440-5956.

**Learning Skills Centre** If you are interested in refining (or developing) studying, note taking, or writing abilities, consider visiting the Learning Skills Centre at RLLC or calling them at 403-440-6452.

<https://www.mtroyal.ca/AcademicSupport/ResourcesServices/StudentLearningServices/index.htm>

**Your Mental Health:** Feeling stressed, anxious, sad, overwhelmed, alone, or sick and achy? Finding it hard to be motivated, meet deadlines or attend class? Having a hard time sleeping, concentrating or retaining information no matter how much you study? Help is available! See MRU's Mental Health Website for all resources.

<https://www.mtroyal.ca/CampusServices/WellnessServices/CampusCommunityWellness/index.htm>

**Dating, Domestic and Sexual Violence:** You are encouraged to find general information on healthy relationships and dating, domestic and sexual violence as well as information on how these issues are addressed at Mount Royal University.

MRU's Sexual Violence and Awareness link:

<https://www.mtroyal.ca/CampusServices/CampusResources/CampusEquityMeaningfulInclusion/SexualViolenceResponseAwareness/index.htm>

**Academic Success Workshops**

<http://www.mtroyal.ca/AcademicSupport/ResourcesServices/StudentLearningServices/Workshops/index.htm>

## Sample Guideline – Honours Presentations

ANTH 5110: HONOURS RESEARCH DESIGN /ANTH 5120 HONOURS THESIS  
PROPOSAL DISSEMINATION

### DESCRIPTION

- You will orally present your Honours Proposal (in ANTH 5110) and Thesis (in ANTH 5120) to faculty and peers
- Presentations will be based on a very good draft of your Honours Proposal/Thesis
- ANTH 5110: 10 minutes for the presentation & 10 minutes for discussion/questions.
- ANTH 5120: 15 minutes for the presentation & 10 minutes for discussion/questions.
- These sessions will be moderated and time limits will be enforced
- Your faculty supervisor will circulate to you a rubric before your presentation/s
- Your supervisor will grade/assess your presentation/s (approximately 20% of your grade in each Honours course)