January 2021

Dear Seniors,

Welcome back to the Spring Semester! Are you planning to graduate in May? Please check your Advising Report on my.harvard to confirm that you have completed or will complete all of your concentration requirements this semester. If you notice any errors or have any questions, please contact me ASAP at kbkaletka@gov.harvard.edu

TO SENIOR HONORS CANDIDATES:

Congratulations on completing the first semester of Gov 99r! We would like to take this opportunity to remind you of some important information and dates to watch as the second semester gets underway. Please read all of the following information carefully, and come to the office early if you have questions.

**By January 29, you must complete the online Senior Thesis Title and Abstract Form.** Please provide the working title of your thesis and a brief (no more than 100 words) abstract. You will also note the subfield(s) of your thesis, and the research methods you employ. Thesis readers will be assigned on the basis of the information you provide, so make sure it is as accurate as possible.

The following are a few reminders about logistics and deadlines:

- **March 10, 2021**  
  Theses are due in the Gov 99r Canvas dropbox by 5PM (virtual reception to be held)
- **April 23, 2021**  
  Thesis grades and comments will be emailed to thesis writers.
- **Late April/Early May, 2021**  
  Oral Exams are given to potential Highest Honors candidates.
- **May 12, 2021**  
  Departmental Honors Recommendations will be emailed to students.

**Extensions:** Extensions are not granted except in extreme situations, such as a death in the family or a medical emergency. No exceptions will be made, under any circumstances.

**Endnotes, Footnotes, Style:** The Department does not mandate any one style, but it does require that whatever form is chosen be applied consistently. Please consult a standard style manual if you are uncertain about how to proceed.

For information on how Senior Theses are graded and how honors are determined, please refer to pages 41-44 of *A Guide to Writing a Senior Thesis in Government.*
We hope that your final semester and your thesis progress smoothly. Remember that the Undergraduate Program Office is here to help. If you should have any questions or encounter any problems, please feel free to contact us.

Good luck, and we look forward to seeing you on March 10!

Sincerely,

Karen Kaletka