

## **Communication MA – Non-Thesis Research Paper**

The guidelines and instructions for the paper are in the [MA handbook](#) pages 18 & 19, but the process for completely finishing the paper and recording it is now a little different than what is listed in there. See *the correct process explained*:

### **Step One: Choose Paper**

- Communication Studies or Mass Communication or Human Communication concentration: choose a research paper (with a fitting research assignment) from a previously completed graduate-level course in the Department of Communication. All such courses must be taught by a permanent member of the faculty who is either a tenured or tenure-track faculty member. This prevents NTT graduate faculty from participating.

*\*\*The course you choose your paper from must be complete before the semester you plan to graduate (and therefore the semester the paper is due). You cannot be registered for/completing the course while you are completing this outlined process.*

### **Step Two: Faculty Reviewer**

- Approach the professor of said course and notify them you are planning to use a paper from the course you completed with them to expand upon and utilize for your Non-Thesis Research Paper final project requirement. This professor serves as your “faculty reviewer” for the paper.
- Ask the professor to review the previously completed paper once more and provide feedback regarding its appropriateness/ability to serve as the final Non-Thesis Research paper.
  - Once you have received approval from your faculty reviewer (whether changes were required or not), move to step three.

### **Step Three: Department Approval**

- Once you have received approval from your faculty reviewer on your Non-Thesis Research Paper, you submit it to the “Non-Thesis Capstone Project/Paper Review” form on the [Graduate Forms & Policies page](#) under Final Project Form & Graduation Resources.
- The Director of the COMM MA Program and the Department Chair will then review your submission.

*If you are planning to graduate in the Fall, your final paper is required to be submitted via that above form by the end of October. If you are planning to graduate in the Spring, then your final paper is required to be submitted via that above form by end of March per COMM Department requirements. This means you need to start this process early!*

### **Step Four: Recording Approval**

- Once you receive final approval from the Grad Director and Dept Chair, you must submit the [Graduate Services “Non-Thesis Master’s Capstone Project Approval”](#) form to have the requirement marked as complete on your degree officially. ***You will not graduate if you do not submit this form.***