

# Junior Paper Advising Form

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Dear Faculty member,

What follows is an outline of the rationale for and responsibilities of the Junior Paper element of the Fundamentals Program. In writing his or her Junior Paper, the student is expected to originate and formulate a serious inquiry into an important issue arising out of his or her work and to pursue the inquiry extensively and in depth in a paper of about twenty-five to thirty pages. The paper typically treats a single text, but in exceptional situations, the paper may deal with two texts. At every stage in the preparation of the paper, the student is expected to work closely with his or her Faculty Advisor, and normally registers for a quarter of independent study (**FNDL 29901**). Acceptance of a successful Junior Paper is a prerequisite for admission to the senior year of the program.

## Deadlines for students writing in Winter Quarter

1. A written paper proposal approved by the Advisor, together with the second page of this form, is due on **Friday of 10<sup>th</sup> Week, Autumn Quarter**.
2. A provisional outline, approved by the Advisor, is due to the Fundamentals Office by **Friday of 1<sup>st</sup> Week, Winter Quarter**.
3. A first draft is due to the Fundamentals Office and to the Advisor by **Monday of 8<sup>th</sup> Week, Winter Quarter**.
4. The finished draft is due to the Advisor on **Wednesday of 10<sup>th</sup> Week, Winter Quarter**. The Advisor should review this draft fairly quickly after its submission and notify the student of any necessary final revisions, so that the paper can be approved by Friday of the first week of Spring Quarter.

The department recommends that students meet with their advisors at least once every two weeks as they are writing their papers. You may, of course, add to or alter the deadlines insofar as they pertain to the relationship between you and the student, so long as you are able to approve the Final Paper on schedule.

## Junior Paper Proposal Approval

By turning this form in to the Fundamentals Program Coordinator, the student acknowledges that the Junior Paper is prerequisite to admission to the Senior Year in the Fundamentals Program. The student has seen the relevant due dates for the quarter and will do his/her best to meet those deadlines. Any exceptions must be worked out in close communication with the student's Faculty Advisor and the Fundamentals Program

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Coordinator. Any students on campus during the Winter Quarter, even those who will write in another quarter, are expected to participate in the Junior Paper Colloquium during the Winter Quarter, the time of which will be worked out on a year-by-year basis. The student may not schedule another class or obligation during this time without permission from the Program Chair.

**To be filled out by the Student:**

Student's name: _____
Junior Paper text: _____
Class in which text was studied at the U of C: _____
Faculty Member with whom text was studied: _____
Quarter Junior Paper will be written: _____ (students are expected to write in the Winter Quarter unless they have received permission from the Program Chair)

**To be filled out by the Advisor:**

<p>The student named above has submitted to me a proposal for his/her Junior Paper, and the two of us have discussed the project. We have discussed our advisor-advisee relationship, including how often we will meet to discuss the student's progress (at least once every two weeks) and the kind of work the student should complete in preparation for those meetings. I have shared my expectations for this paper and some suggestions regarding both process and content. By my signature I agree that the proposed project is doable in the time allowed and that I will work closely with the student to meet deadlines and produce quality work. When the final paper is submitted, I agree to read it and provide comments of evaluation to the Fundamentals Program Coordinator. I understand those comments may be shared with members of the Fundamentals faculty and staff, but they will not be shared directly with the student without my express consent.</p>
Advisor's Name: _____
Advisor's Signature: _____
Date: _____