Instructor: Dr. Alexander Amato  
Email: amatoag@sfasu.edu  
Office: McKibben 404C  
Office Hours: M-W-F 9-9:50 A.M., T-R 11 A.M.-12:P.M. (Central Time) and on Zoom by appointment.

Course Description  
Writing of the thesis.

Program Learning Outcome  
Students will successfully complete an academic capstone project.

Materials  
- Required Style Guide (select one)  
  o Turabian, Kate L. A Manual for Writers of Research Papers, Theses, and Dissertations. 9th ed.  
- Recommended Resources  
  o Rogers, Lynne, Karen Bottge, Sara Haefeli. Writing in Music: A Brief Guide. New York:  
  o Strunk, William and E. B. White. The Elements of Style, 4th ed. Upper Saddle River,  

Time Requirements  
MUSI 5190 “Thesis Writing” (1-9 credits) is a faculty-supervised experience in professional writing  
and editing of a degree-required thesis. Typically, for 3 hours of credit, students work 135 hours  
over the course of the semester. If the student enrolls in more or fewer hours, the minimum  
workload expectations will scale up or down accordingly (45 hours per credit hour).

Expectations  
- The student and thesis advisor will converse over email twice weekly. The student will send  
  drafts **twice per week** and the advisor will send feedback within 48 hours. Zoom  
  conferences will be scheduled as needed.  
- With each draft submitted, the student must clarify where new revisions are.  
- The student is responsible for meeting all deadlines set by the thesis committee and the  
  graduate school. Regularly consult your thesis advisor, the Thesis Survival Guide posted on  
  Brightspace, e-mails from the graduate school, and the thesis guide at
http://www.sfasu.edu/graduate/108.asp. Note that the last of these includes formatting specifications for the final document.

**Letter Grades**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>below 60%</td>
</tr>
</tbody>
</table>

Note: A grade of WH will be awarded every semester until the term in which the thesis defense is successfully passed. At that time, the thesis advisor will enter grades for all semesters of thesis research and thesis writing.

**Academic Integrity (4.1)**

The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

**Withheld Grades Semester Grades Policy (5.5)**

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the coursework because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and
will be counted as a repeated course to compute the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.

**Students with Disabilities**
To obtain disability-related accommodations, alternate formats, and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services promptly may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

**Mental Health and Wellness**
SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support student’s mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
SFASU Counseling Services • www.sfasu.edu/counselingservices
Health and Wellness Hub (corner of E. College and Raguet) • 936-468-2401

SFASU Human Services Counseling Clinic • www.sfasu.edu/humanservices/139.asp
Human Services Room 202 • 936-468-1041

**Crisis Resources:**
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741