Dissertation Application: Politics and International Relations 2021-22

You will need to do the following:

1. Read this form carefully and provide your details in the box below.
2. Meet with your Director of Studies to discuss your dissertation.
3. DoSes must sign this form before it is returned to the Undergraduate Secretary in the Department of Politics and International Studies (Alice Jondorf: [ugadmin@polis.cam.ac.uk](mailto:ugadmin@polis.cam.ac.uk) )
4. Forms must be returned to the Department by **9am on Thursday 14th October 2021.** If you would like your dissertation title approved before the summer vacation it must be returned by **12 noon on Wednesday 30th June 2021.**

|  |  |
| --- | --- |
| Name: | College: |
| Email: | DoS: |
| Date: | Dos Signature: |
| Track: | Papers taken in Part IIB: |
| Supervisor: | Supervisor’s email: |
| Subject field of dissertation:  Politics and International Relations  Other, please state: | Will you be conducting interviews as part of your research?  Yes (an ethical approval from will be sent to you separately)  No  Will you be using controlled, personal, confidential or private data as part of your research?  Yes (an ethical approval form will be sent to you separately)  No |
| Dissertation title: | |
| Short summary of dissertation and sources to be used: | |

# Summary of important points

**Deadline for submission of title:** not later than **Thursday** **14th October 2021, 09.00.** Titles can be submitted for approval prior to this date, but should be submitted by **Wednesday** **30th June 2021, 12.00 noon** if you wish to have approval for the dissertation title before the summer period. After 14th October **no substantial changes** may be made without further approval. If you do need to make a title change you need to email [ugadmin@polis.cam.ac.uk](mailto:ugadmin@polis.cam.ac.uk) by **Thursday** **24th February 2022, 12.00 noon**, it will then need approval by the POLIS Undergraduate Education Committee.

**The deadline for electronic submission of the dissertation is Thursday 5th May 2022, by 12 noon**. Details of submission via Moodle will be provided nearer the time. If you have any questions, please contact the Undergraduate Secretary on [ugadmin@polis.cam.ac.uk](mailto:ugadmin@polis.cam.ac.uk)

**Length: The dissertation should not exceed** 10,000 words, including all material in the dissertation except the bibliography. Candidates will be penalised for exceeding the word limit, and there is no leeway in excess. Dissertations should not be significantly shorter than this length, and will be marked on the basis that a candidate had 10,000 words available. Candidates should indicate the word-count on the front sheet of the dissertation.

**Overlap:**  Candidates are reminded that they may be penalised if they replicate material from their dissertations in answers to questions on examination papers.

**Ethics:** If your dissertation involves any interviews you will require ethical approval for your project from the POLIS Research Committee and will need to submit an Ethical Approval Form.

If you will be carrying out research between July and October (i.e. over the summer) you must submit your Ethical Approval Form by **Wednesday 30th June 2021, 12.00 noon**.

If you will be carrying out research after the start of term you must submit your Ethical Approval Form by **Monday** **22nd November 2021**.

If you are in any doubt on the subject of ethics, please consult your supervisor.