DALHOUSIE UNIVERSITY

Honour Thesis
NESC 4901/4902
Faculty of Science Course Syllabus
Department of Psychology & Neuroscience
Fall & Winter 2026-2027

Dalhousie University acknowledges that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People and pays respect to the Indigenous knowledges held by the Mi'kmaq People, and to the wisdom of their Elders past and present. The Mi'kmaq People signed Peace and Friendship Treaties with the Crown, and section 35 of the Constitution Act, 1982 recognizes and affirms Aboriginal and Treaty rights. We are all Treaty people.

Dalhousie University also acknowledges the histories, contributions, and legacies of African Nova Scotians, who have been here for over 400 years.

PROFESSORS: Dr. Lucia Caceres (She/her)
EMAIL: lucia.caceres@dal.ca
OFFICE: LSC - 2321

OFFICE HOURS: *Fall:* Fridays 9:00 am-10:00 am
Winter: To be announced

LECTURES

- **Fall Term**: Wednesdays, 9:35 AM – 11:25 AM. **Location**: LSC334
- **Winter Term**: Wednesdays, 11:35 AM – 1:25 PM. **Location**: LSC-P5260

All classes are held in-person.

COURSE PREREQUISITES

- Instructor permission required provided the student meets all requirements for Honours.
- ***NOTES:*** This course must be taken in the same academic year as PSYO/NESC 4902. The work undertaken in PSYO/NESC 4902 should be a continuation of that initiated in PSYO/NESC 4901. **A grade of B- in 4901 is a pre-requisite to be able to take 4902.**

Course Description

Under a faculty member's supervision, each student conducts original research in neuroscience or psychology. Students meet as a class to describe their proposed research and progress. A formal written report of the completed research is required. The final grade is based on originality and skill with emphasis on the written and oral reports.

While the Research Supervisor will work with each student to define a research project and provide ongoing supervision of the research project, the Honours Coordinators:

- Set the course requirements, weightings, and deadlines
- Maintain a Brightspace page for communicating with, providing information to, and for receiving assigned work from Honour students
- Organize occasional synchronous sessions to provide information relevant to graduating students

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LEARNING OBJECTIVES

The purpose of this course is to familiarize students with conducting research in psychology/neuroscience. By the end of the course, students should have gained experience:

- Critically reading, evaluating, and presenting original research and theoretical articles on their research topic in oral and written formats
- Working closely with a supervisor to ethically develop and conduct a research project on their chosen topic
- Analyzing data relevant to their research project
- Writing about their research project
- Presenting on their research project

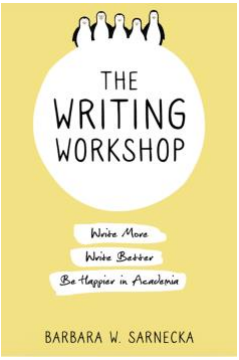
Please note that an Honours project consists of each of the following components, with some flexibility in how these are achieved, and as approved by the Honours Supervisor:

1. Within the field of Psychology or Neuroscience, presenting a **clearly articulated research question**, along with the **rationale** for it
2. **Producing data** – this can take different forms:
   a. Collecting original data
   b. Developing a new data collection protocol, with piloting to refine
   c. Acquiring or deriving new data from an existing source (e.g., counting cells on slides, analyzing electrophysiological recordings or fMRI datasets, coding videos) *
   d. Conducting a formal systematic review (guide here)*.
3. **Statistically analyzing data**, appreciating that sample sizes may sometimes be smaller than ideal

**For students who are producing data in categories c or d, we expect that the student will gain hands on experience in collecting data in some manner, even if this is for another project.*

4. Writing a final thesis document that includes on overview of the literature, research objectives and hypotheses, methods, results, and discussion.

COURSE MATERIALS



REQUIRED TEXT

Sarnecka, B. W. (2019). *The writing workshop: Write more, write better, be happier in academia.* (n.p.). Author.

We will be using "The Writing Workshop" to guide our writing activities. There is a FREE pdf of the book on Brightspace (no need to buy anything). We may also read journal articles to supplement our understanding.

IN CLASS REQUIREMENTS

Students are required to bring a laptop or tablet to class that allows them to engage in writing activities and to provide feedback on written work submitted by peers on Brightspace.

COSTS

At the end of the Winter term, students may incur some costs to print a poster that reports their scientific results; we will encourage Supervisors to contribute to this cost but cannot guarantee that they will be able to do so (e.g., depending on funding levels, granting agency regulations).

COURSE WEBPAGE (Brightspace)

All assessments, including thesis components, will be submitted through Brightspace. Graded rubrics and other feedback will be posted to Brightspace via the Assignments tool and the Gradebook. If there are any additions, cancelations or changes to the schedule, an announcement will be made via Brightspace.

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COMMUNICATION

IMPORTANT: Communication within business hours (Monday to Friday, 8:30am – 4:30pm)

The coordinator will do their best to answer all questions within 24 business hours (Monday to Friday, 8:30am-4:30pm). Questions and emails will not necessarily be answered outside of regular working hours or on weekends. Please keep this in mind as course deadlines approach. If you do not receive a response from the coordinator within 24 business hours, students should assume the email was not sent or was missed and send the email again. In your emails, please write the **course code (4901 or 4902) in the subject line** and include your full name and Banner ID in your message. ***Please ensure you also check the syllabus, Brightspace announcements, and/or relevant course content*** before sending an email.

ASSESSMENTS

The final grade for PSYO 4901 and 4902 will primarily, but not exclusively, be based on your performance in designing, executing, and presenting the Honours thesis proposal and thesis. Further assessments (key articles summaries, outline of literature review) in the Fall term are designed to guide you in the completion of your thesis proposal in the first term and your thesis in the second term. A scientific poster or oral presentation of your Honours project will occur at the end of the Winter term. Such presentations are common at scientific and public conferences and will provide you with the opportunity to showcase and discuss your research.

No assignments are submitted directly to Research Supervisors — not even for course components that are marked by Supervisors (see below). Instead, all assignments must be submitted via Brightspace, and all grades will be returned/posted via Brightspace.

IMPORTANT: The written thesis proposal (Fall term) and final written thesis (Winter term) must be submitted in a WORD format; your document must adhere to the following **file naming convention** and may be penalized (1% of total grade) for failing to do so:
i.e., Lastname_Firstname_AssignmentName.docx
e.g., Smith_Helen_ThesisProposal.docx
e.g., Smith_Helen_ FinalThesis.docx

COURSE ASSESSMENT for 4901: FALL SEMESTER

COMPONENT	WEIGHT (% OF FINAL GRADE)	Due date	Marked by
1. Mini Assignments a. PubMed Search Assignment b. How to Read a Scientific Paper Critically c. Outline of Introduction d. Thesis draft/plan	 a. 5% b. 5% c. 5% d. 5%	 a. Sept. 16th b. Sept. 23rd c. Oct. 7th d. Nov. 4th	Coordinator
2. Participation	20%	All semester	Coordinators
3. Final Thesis Proposal	40%	December 9th	Supervisor
4. Skill and Effort	20%		
Total	**100%**		

COURSE ASSESSMENT for 4902: WINTER SEMESTER

COMPONENT	WEIGHT (% OF FINAL GRADE)	Due date	
1. Participation	20%	All semester	Coordinator
2. Final Presentation (oral or poster)	20%	TBD	Coordinator/judge
3. Final Thesis	40%	April 7	Supervisor
4. Skill and Effort	20%		
Total	**100%**		

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COURSE SCHEDULE

Lectures will be held during the class time. Slides from lectures will also be posted to Brightspace.

Fall Term (PSYO/NESC 4901: WEDNESDAYS FROM 9:35am – 11:25am in LSC, LSC-334

Date	Topic	Due dates
Sept 9th	Course Introduction, Syllabus Review, Timeline for the Term. PubMed Searches Exercises.	-
Sept. 16th	How to Read a Scientific Paper Critically **Readings:** a. Pettit, N. L., *et al.,* (2022). Fos ensembles encode and shape stable spatial maps in the hippocampus. Nature, 609, 327–334. b. Writing Workshop - Ch. 4: Literature Review (pages 111-130; Brightspace)	PubMed Searches due at 9:30am (Before class).
Sept. 23rd	Introduction Outline Exercise. **Readings:** "Write it Up" Ch. 4. Graduate school applications Dr. Tamara Franklin – Experimental (10:00am - 10:30am)	How to Read a Scientific Paper Critically worksheet due at 9:30am (Before class).
Sep. 25th	**Deadline to upload signed PIE contract (11:59pm)**	**PIE contract due.**
Sept. 30th	National Day for Truth and Reconciliation	*For next class read: Ch.8-10.
Oct 7th	**Readings:** "Writing Workshop - Ch. 8-10: Paragraphs (pages 235-263), Sentences (pages 265-284) and Words (Pages 291-309). ***Work on building your thesis proposal activity.**	Introduction Outline; due at 9:30am (Before class).
Oct. 14th	*No class - Can use this class for office hours*	Thesis outline/plan, due at 11:59pm.
Oct. 21st	*No class - Can use this class for office hours* *Students should read* **how to revise drafts (Brightspace)**	-
Oct. 28th	*No class - Can use this class for office hours*	-
Nov 4th	*No class - Can use this class for office hours*	
Nov 11th	*Remembrance Day – NO CLASS and reading week*	-
Nov 18th	*No class - Can use this class for office hours*	It is encouraged to submit 1st draft to supervisor for editing (Not for grading)
Nov 25th	*No class - Can use this class for office hours*	-
Dec 2nd	*No class - Can use this class for office hours*	-
Dec. 9th	**WRITTEN THESIS PROPOSAL DUE BY 11:59PM ATLANTIC TIME***	

***Thesis must be submitted via Brightspace**.

Winter Term (PSYO/NESC 4902) – A few lectures related to writing the Results and Discussion sections of your thesis, as well as putting together your final presentation, will be presented. There will be an oral talk session(s) at the end to present your results.

NESC4902 – Winter Semester WEDNESDAYS FROM 11:35am – 1:25pm in LSC, LSC-P5260

Jan 13th	• Managing Your Manager, Winter Term Update • **Discussing deadline for Final data collection** • What to present?	-
Jan 29th	**No Class – Deadline to upload signed PIE contract (11:59pm)**	**PIE contract due.**
Feb. 13	Preparing Your Final Written Thesis: add results and discussion (interpretation and analysis)	-
	Preparing your Final Presentation and posters	-
Apr 7th	**COMPLETED THESIS DUE BY 11:59 PM ATLANTIC TIME***	
TBD	**FINAL PRESENTATION SESSION****	

*Please name your file using the following format: **LastName_FirstName_Thesis (e.g., Smith_Helen_Thesis.doc)**.

**More details to follow

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COURSE INFORMATION

Introduction

The Honours thesis is an original piece of empirical research designed and conducted by a student under the supervision of a member of the Department of Psychology and Neuroscience or by someone approved by that department. It is the responsibility of the research Supervisor to provide or arrange any and all financing that is needed for the project (except for your final presentation; more information about this will be available in the winter term), as well as provide guidance with all aspects of the project, including statistical analysis.

Evaluation

The grade for 4901/4902 is based on your performance in the design, execution, and presentation of the Honours thesis. A written thesis proposal and the written thesis itself are the major parts of your grade. The proposal and thesis are evaluated by your Supervisor on three criteria: (a) the scientific merit of the research (the theoretical significance of the project, the adequacy of the design, the execution of the research, and the quality of the analysis and evaluation of the results), (b) the conformity of the written document to standard style, and (c) the quality of the writing.

The major events in the first term are an oral presentation of the proposal to the class and submission of the written version of the proposal. Only a few formal classes are scheduled for the second term to provide information on the latter parts of your thesis and your final presentations.

Finally, a presentation of the Honours projects will occur at the end of the winter term. Proposal and final presentations are common at scientific and public conferences, and they provide opportunities to showcase research as well as discuss them with interested individuals. Two graders (at least one of whom will be an instructor) will evaluate the presentations.

Grading

Full credit will be given to submissions that meet the requirements and are submitted on time. See Course Policies for penalties applied to late/missing course work.

HOUNOURS QUALIFYING EXAMINATION

Faculty of Science regulations require a qualifying exam for Honours students. In Psychology and Neuroscience, this is not a traditional exam. Instead, the Course Instructor assigns a **Pass/Fail** designation.

- A **Pass** corresponds to a minimum **C grade** in both 4901 and 4902.
- However, Psychology and Neuroscience students **must earn a B- or higher in 4901** to continue into 4902.

See the Undergraduate Calendar – Honours Programs for full details.

Conversion of numerical grades to Final Letter Grades follows the Dalhousie Common Grade Scale

A+ (90-100)	**B+** (77-79)	**C+** (65-69)	**D** (50-54)
A (85-89)	**B** (73-76)	**C** (60-64)	**F** (<50)
A- (80-84)	**B-** (70-72)	**C-** (55-59)	

FALL TERM – ASSESSMENTS

1. Mini assignments: The mini assignments are designed to help you work through your writing tasks for the fall Term.

a. PubMed Literature Search Assignment (5%). Due by Wednesday, Sep. 16th at 9:30am (Before class). In this assignment, you will develop and refine a PubMed search strategy based on your own Honours research question. You will identify the key concepts and terminology associated with your research, conduct an initial search, and evaluate the relevance and quality of the results. You will then refine your search based on what you learn from the literature, with particular attention to identifying **primary research articles** that use appropriate experimental models, paradigms, and methods. You will evaluate 10 potentially relevant articles, select five key primary research papers, and reflect on how your search strategy evolved and how you can apply this approach to your Honours research. The goal is not simply to find the fewest or most papers, but to develop a thoughtful and sufficiently comprehensive search strategy that you can continue to use throughout your research project.

b. How to Read a Scientific Paper Critically (5%). Due by Wednesday, Sep. 23rd at 9:30am (Before class).

In this assignment, you will develop your ability to critically read and evaluate a primary neuroscience research article. Before the class, you will read the assigned paper and complete a guided reading exercise focused on identifying the research question and hypothesis, understanding the experimental design and methods, interpreting the figures and results, and evaluating whether the evidence supports the authors' conclusions. During class, you will work in small groups to analyze different sections and experiments from the paper and discuss your interpretations with the class. *A short pre-class assignment will be due before the start of the tutorial. It will assess your understanding of the assigned article and ensure that you have completed the reading.* The goal of this tutorial is not simply to understand what the authors found, but to develop the ability to ask how they reached their conclusions, evaluate the strength of the evidence, consider alternative explanations, identify limitations, and recognize what questions remain unanswered.

c. **Thesis Introduction Outline Assignment. Due by Wednesday, Oct. 7th at 9:30am (Before class).**

An Introduction is not a literature review in which you summarize everything that is known about your topic. Instead, it should progressively build a clear scientific argument for **why a specific research question needs to be asked**. In this assignment, you will develop an outline for the introduction of your Honours thesis. You will identify the key background concepts and findings needed to understand your research, organize the relevant literature into a logical progression, identify the specific knowledge gap your thesis addresses, and show how this gap leads to your research question, hypothesis, and predictions. You will also consider the relevance and concision of the information you plan to include, particularly given the overall 25-page limit for the thesis. Your completed outline will serve as a roadmap for writing your introduction and will provide an opportunity to receive feedback on the organization and rationale of your scientific argument before you begin drafting.

d. Building Your Thesis (PSYO/NESC 4901). Due Wednesday, Nov. 4th at 11:59 PM.

Before beginning to write your thesis, you will develop a working plan for your **25-page neuroscience thesis**. This activity will help you organize your scientific argument and determine what each major section of your thesis needs to accomplish. You will outline the purpose and key content of your **Abstract, Introduction, Background/Literature Review, Methods, Results, Discussion, and Conclusion**, while identifying the evidence and scientific reasoning that connect these sections. The goal is not to produce a detailed table of contents or assign exact page numbers, but to develop a clear **roadmap for your thesis** that will guide your writing and help ensure that each section contributes to the overall scientific argument.

2. Participation (20%). Throughout both the fall and winter terms, we will meet in person (roughly every two weeks) as a group to develop the skills required to excel in the Honours program and to complete a high-quality Honours thesis. You can see the dates that we are scheduled to meet in the table on p. 4. Attendance will be taken during each scheduled class, but showing up is only one part of your participation grade. Students are also expected to come prepared with any reading/writing assignments completed, and to engage with their peers through small and large group activities and by providing feedback on written work and on practice presentations. Our goal is to build a supportive community where we can share our successes, get help on our setbacks, and ultimately succeed as a group!

3. Written Thesis Proposals (40%). Your written thesis proposal is due on **Wednesday, December 9 (11:59 PM).** Your thesis proposal will include a title page, abstract, introduction, and methods. The Honours thesis is a meaningful and time-intensive project. Many students spend significantly more time on it than on a typical course. Early in the term, work with your supervisor to set a realistic schedule and clarify expectations. Delays can occur due to ethics approval, difficulties recruiting participants, or technical issues. These are normal but must be anticipated. We strongly encourage you to discuss a backup plan in case your original study becomes unfeasible. The consequences of failing to complete your thesis by the April deadline are described below under "written thesis."

Feedback on your proposal will be available electronically. Your supervisor will have written comments both critical and laudatory. Note that if there are helpful annotations on these copies, you will want to use them in preparation for the thesis. These copies are referred to in the spring when the thesis is submitted, so it's important that you pay attention to them (***and should there be paper copies, these would need to be returned to us in the***

spring when you submit the thesis). In that way, your supervisor will be able to see how you responded to their comments on the proposal.

It is your responsibility to be aware of the deadline for the written thesis proposal, to communicate this with your Honours thesis supervisor, and to determine when/whether the supervisor is willing/able to review and give feedback on a draft of your proposal before you submit the final version to Brightspace for grading. You and your Supervisor will arrive at a method of working together that will depend both on your needs and the Supervisor's style but in most cases, **you should not expect your supervisor to review a draft within a week of the final due date.**

Your supervisor is your primary guide to content and style (e.g., APA 7, Journal of Neuroscience, other lab format that is used), but consistent adherence to your chosen format is expected. Because of the diversity in research topics, extent of prior research in the area, methodology, and appropriate analyses, there are no page limits on specific sections of your thesis proposal (or thesis). However, you do need to be succinct when presenting your research, so we do have some limits to follow for the thesis proposal:

5. The word limit for your abstract is **200 words**.
6. There is **no page limit for your thesis proposal** but the page limit of the main text (i.e., excluding title page, abstract, appendices, tables, and figures) of your final thesis is **25 pages**. Unless your supervisor has requested that tables/figures are included in the main text (e.g., specific manuscript format), tables/figures should each be included on their own page after references and appendices.

Your written thesis proposal is due on **Wednesday, December 9th (11:59 PM).** Supervisors will be provided with a rubric for grading that will also be available to you on Brightspace. Supervisors may also choose to give additional written feedback (e.g., Track Changes) that would be important to incorporate into your final thesis in the Winter term.

4. Skill/effort (20%) – Planning, Implementation, and Engagement (PIE).
You will be required to submit a PDF copy of the signed criteria "contract" to Brightspace no later than **Friday, September 25 (11:59 PM).** You will also be expected to schedule a "check-in" meeting at the end of October to discuss your progress in the lab with your Research Supervisor.

At the beginning of the Fall term, Supervisors will be provided with a customizable Excel sheet that will allow them to specify the performance criteria they intend to assess for the Planning, Implementation, and Engagement (PIE) portion of your Fall term grade. The supervisor will be asked to share this with you as a signed PDF and you will be required to sign and submit this to Brightspace. This document will serve as an informal "contract" between you and your supervisor so that you are aware of the various expectations and lab skills that surround the successful conduct of an Honours project.

PIE criteria can include (but are not limited to) your participation in ethics preparation, research design, stimulus creation, data collection and analyses; your ability to meet deadlines; your preparedness for meetings; the quality of your written and oral work; as well as your response to feedback on your work.

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WINTER TERM – ASSESSMENTS

1. **Participation (20%).** See #2 above for a detailed description of what participation entails.

2. Final presentation (20%). The final event of PSYO/NESC 4902 is a 'student conference' during which you will give either a poster presentation or an oral presentation (more details will be provided early in the Winter term). The date for the 'student conference' will be released in the Winter term but will be in April. You will be required to **upload a PDF version of your poster/presentation to Brightspace 24 hours before the presentation day.**

3. Final Thesis (PSYO/NESC 4902; 40%)
Your final thesis is due on **Wednesday, April 7 (11:59 PM)**. Supervisors will be provided with a rubric for grading that will also be available to you on Brightspace. Supervisors may also choose to give additional written feedback.

Your final thesis will include components of a scientific manuscript, including a title page, abstract, introduction/literature review, methods, results, and discussion. Please review the section on the thesis proposal for information also relevant to the final thesis.

Specific limits for the final thesis:
1. The word limit for your abstract is **250 words**.
2. The page limit for your main text (i.e., excluding title page, abstract, references, appendices, tables, and figures) is **25 pages**.

IMPORTANT: We cannot guarantee that late submissions of your final thesis will be graded in time for you to graduate in May/June.

4. **Skill/effort (20%) – Planning, Implementation, and Engagement (PIE).** You will be required to submit a PDF copy of the signed criteria "contract" to Brightspace no later than **Friday, January 29 (11:59 PM).** You will also be expected to schedule a "check-in" meeting at the end of February to discuss your progress in the lab with your Research Supervisor.

At the beginning of the Winter term, Supervisors will be provided with a customizable Excel sheet that will allow them to specify the performance criteria they intend to assess for the Planning, Implementation, and Engagement (PIE) portion of your Fall term grade. The supervisor will be asked to share this with you as a signed PDF and you will be required to sign and submit this to Brightspace. This document will serve as an informal "contract" between you and your supervisor so that you are aware of the various expectations and lab skills that surround the successful conduct of an Honours project.

COURSE POLICIES

1. **Academic integrity:** Academic integrity is at the heart of science and academia. Students completing the Honours program are expected to model academic integrity across all their lab and academic work. This includes, but is not limited to, all lab work and all assessment components of the Honours course. Academic integrity means that students do not attempt to take credit for work that has been completed by another student, their supervisor, lab-mates, other researchers, or technology like ChatGPT, AI, or other large language models.

2. ***Artificial intelligence (AI) and other large language models (LLMs):*** All components that will be submitted for grading must represent the original work of the student. This includes the mini assignment, the thesis proposal, and final thesis and presentation. ***Use of AI.*** Violations of the course AI policy will be treated as an academic integrity offence.

   All violations of academic integrity will be reported to the Senate Discipline Committee (SDC), who will assess a penalty that reflects both the severity of the violation and the fact that you are Honours students (who should be cognizant of the importance of behaving with integrity). Penalties can include an F on the assignment or course, a permanent annotation of cheating on your transcript, and expulsion. It is your responsibility to be aware of and adhere to Dalhousie's Policy on Academic Integrity. If you have questions, please contact me for guidance.

3. **Attendance:** This is an in-person, synchronous class. Regular attendance in this class is expected and necessary for success. There is a large peer component to the class, and the participation grade (20% in each semester) will be based on students attending classes, coming prepared (with necessary readings/materials completed), and engaging with in class activities.

4. **Missed or late academic requirements due to student absence.** For all cases of missed or late components (both short- and long-term), students must contact the coordinator prior to missing the deadline. Make-up and/or prorating options will be developed on a case-by-case basis depending on the course component missed and the nature and extent of students' difficulties. You should not assume that missed or late academic requirements will be accepted. And, in all cases, final decisions are made by the Honours Coordinators and not by the Honours Supervisor. See below for penalties for unexcused missed or late academic requirements.

   a. ***Short-Term Illnesses and Issues:*** Short-term illnesses, medical issues, or personal issues require students to miss 3 or fewer school days because of debilitating distress or illness. Short-term illnesses/personal issues include such things as the flu, illness/death of a distant relative, etc. For short-term illnesses or medical issues, or personal issues, a STUDENT DECLARATION OF ABSENCE must be submitted via Brightspace.

   b. ***SDA Regulations for Short Term-Illnesses and Issues.*** Each semester, only one SDA may be submitted (i.e., one SDA in 4901 and one SDA in 4902); it can only be used to declare a short-term illness/issue and must be submitted as soon as the student is aware that they will miss 3 or fewer days.

      A student who misses a deadline due to an SDA submission must also email the course coordinator to alert them of the submission. The student may be required to provide a draft of work completed up to the point of the SDA submission and/or may be expected to submit the late work immediately after their return; an extension to the due date is the final decision of course coordinators and should not be presumed.

   c. ***Long-Term Illnesses and Issues.*** Long-term illnesses, medical issues, or personal issues may require a student to miss more than 3 consecutive days of school. These include major acute illnesses; ongoing, chronic illnesses that intermittently affect a student; surgery; illness/death of a close relative, and/or significant injury. Students with these concerns or who have already submitted one SDA (see above) should consult Patricia Laws, Assistant Dean (Student Affairs). There are no limits to the number of course components that may be late for long-term illnesses or personal issues, with appropriate documentation.

5. Penalties for Unexcused Missed or Late Academic Requirements

Unless the Honours Coordinators (PSYO or NESC) are contacted *prior* to the deadline and case-by-case decisions are made (see above), a 30-minute grace period will be followed by a penalty.

- Late **mini assignments (Fall term)** will accrue a penalty of 10% per day or part thereof that the assignment is late. This penalty will reduce the earned grade on the assignment.
  - For example, mini assignment that met all criteria would normally be given full credit and therefore contribute a total of 5 points to a student's final grade (e.g., 100% * 0.05 = 5 points). However, if submitted 60 minutes late, it would incur a 10% penalty such that only 4.5 points would contribute to the student's final grade (i.e., 100% – 10% = 90% * 0.05 = 4.5).
- Late submissions of the **written thesis proposal** (4901) will be penalized at **1% of the final course grade** for each day (or part thereof) that the submission is late.
  - For example, a final grade of 90.00% in 4901 will be reduced to 89.00% if the thesis proposal is submitted within 30 minutes to 24 hours after the deadline.
- Late submissions of the **final written thesis** (4902) will be penalized at **2% of the final course grade** for each day (or part thereof) that the submission is late.
  - For example, a final grade of 90.00% in 4902 will be reduced to 88.00% if the final thesis is submitted within 30 minutes to 24 hours after the deadline.
- Students will receive **zero** for an unexcused **final thesis presentation** (4902).

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Dalhousie University Policies and Statements

All University policies and statements can be found here: Student Supports and University Statements, Policies, and Guidelines