

Notes on submitting papers for additional credit

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1. In certain courses, papers may be written as a way to earn additional credit or as a replacement for missed work. Individual arrangements must be made with me regarding how a paper will be counted.
2. Papers must be on a topic approved by me. Students must submit a proposal as described in the syllabus. A written proposal must be submitted before the "last day to submit proposals for additional credit" shown on the topic outline or the course syllabus. Proposals will not be accepted past the due date. Approval of proposals will be based on the quality of the written proposal and evidence that the student is capable of independent work.

A good quality proposal is very important. It is a good idea to talk to me in advance about what you want to do, and to discuss with me what your proposal should look like.
3. In terms of expectations regarding size and scope of the paper, a wide variety of papers is possible. The following paragraphs describe one standard that many students use when writing a paper for additional course credit. *This is just one example. It is possible to write an individual contract with me for another paper that is very different.*
 - a. The paper is expected to be 6-10 pages, typewritten (or printed) double-spaced.
 - b. The paper should contain at least 5 references, using correct APA format. Some of these may be internet references, but at least two should be books or journal articles.
 - c. At least half the paper must be a thorough academic review of some topic, subject, or question, with appropriate references. If the paper has multiple sections, at least one main section should be such an academic review. This section should include a careful review of what is known about the topic, along with definitions and major distinctions central to understanding the topic. A good paper will also include substantial analysis or commentary.
 - d. Additional optional sections of the paper might include:
 - i. a report of some informal research you have conducted, such as questions or interviews with other students or other individuals. Any such report should include some statements regarding limitations of the research (for example, small sample size, non-representative sample, etc.).
 - ii. personal material such as a personal analysis, evaluation of your personal life, personal insights, your own personal attitudes and opinions, etc. this section will be stronger if it includes thoughtful analysis and commentary (important distinctions you realized, analysis of how you developed your views, thoughtful discussion of the impact of certain experiences on you, etc.)
4. All papers should meet the general guidelines described in the separate handout on Guidelines for Writing Papers. Print a copy of that handout and review it carefully.