

**Instructions for Preparation of a Bachelor's Thesis**

1. A thesis subject/topic should be selected by the student and the advisor of the department in which it is written.
2. The credit assigned to theses differs among the departments. See appropriate departmental personnel for further information.
3. The thesis should be prepared using the guidelines outlined on page 2 of this document and by your department.
4. The thesis and [thesis certification form](#) should be completed and submitted to:
  - a. The head of the department according to the departmental senior thesis deadline and
  - b. The College of LAS & IDEALS through the online [Undergraduate Theses & Capstone Online Submission System](#) no later than one week following the last day of instruction. *The instructor in charge may require it earlier as s/he deems necessary, and the Dean of the College may extend the deadline if necessary.*
  - c. Please note, your thesis and certification form will be uploaded separately as PDF documents. If you need a scanner for your thesis certification form, the library has several: <https://www.library.illinois.edu/library-technology/scan/>

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Please consult with your faculty advisor before making a final decision and be sure that you and your faculty advisor review the [IDEALS license agreement](#).

**Formatting Guidelines**

- a. Please use this [template](#) to help you format your introductory pages of your thesis.
- b. The thesis must contain both a Table of Contents and a Bibliography.
- c. Use one-inch margins and double-spaced text.
- d. Pages should be numbered at the center of the top or bottom of each page or at the upper right-hand at the beginning of the margin.
- e. For all other questions concerning format, particularly the form to be employed for footnotes, table of contents, or bibliography, see your instructor or a format guide.

If you have additional questions, please contact LAS Honors at [LASHonors@illinois.edu](mailto:LASHonors@illinois.edu) or 217.333.1158.