

**MA ART EDUCATION THESIS GUIDELINES**  
**Process(s) & Evaluation**

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## MASTER OF ART EDUCATION (MA AE) | PROGRAM STRUCTURE

**36 Credits | 6 semesters | 2.5 years**

**Degree Requirement:**

**Course work and Thesis**

**Course Work: 24 credits (Studio: 9 Credits + Theory: 15 Credits)**

**Thesis: 12 credits**

electives	
Mandatory Courses	
mandatory courses (Thesis Support)	
mandatory courses (direct thesis support)	
thesis	

CREDITS & COURSES							
	3 cr	3 cr	3 cr		3 cr		
			1.5	1.5			
SEMESTER	<b>Semester 1</b> <i>(Summer 1)</i>	<b>Studio I: Thinking Through Materials</b>	<b>History and Philosophy of Art Education</b>	<b>Curriculum and Instructional Design</b>	<b>Elective:</b> 1) Artistic Development and Psychology 2) Diversity in Art Education 3) Tools and Technologies in Art Education		9 Cr
	<b>Semester 2</b> <i>(Fall 1)</i>					<b>Teaching Practicum</b>  Or Any other elective on campus through advisement	3 Cr
	<b>Semester 3</b> <i>(Summer 2)</i>	<b>Studio II: Context and strategies for making and teaching</b>	<b>Research Methods in Art Education</b>	<b>Critical Pedagogy in Art Education</b>	<b>Elective:</b> 1) Artistic Development and Psychology 2) Diversity in Art Education 3) Tools and Technologies in Art Education		9 Cr
	<b>Semester 4</b> <i>(Fall 2)</i>	<div style="background-color: yellow; padding: 5px; display: inline-block;">Same Instructors to be engaged for Thesis Seminar I &amp; II</div> <span style="font-size: 2em; vertical-align: middle;">→</span>				<b>THESIS SEMINAR I</b>  (Thesis supervisors are assigned)	3 Cr
	<b>Semester 5</b> <i>(Spring 2)</i>						3 Cr
	<b>Semester 6</b> <i>(Summer 3)</i>	<b>Advanced Strategies for Making and Teaching</b>	<b>THESIS SEMINAR II</b>	<b>Thesis Advisement II</b>			9 Cr
Degree requirements	<b>Coursework + Thesis</b> (that would be done through three course; "Thesis Advisement I & II", and "Thesis Seminar") by selecting one of the two tracks: 1) Research paper (15,000 – 20,000 Words) 2) Thesis Project (accompanied by a project report 3500 – 5000 words)					36 credits	

## **GENERAL GUIDELINES**

Thesis Supervisors and co-advisors are engaged for the course of *Thesis Advisement I & Thesis Advisement II* offered within the Master of Art Education program (MA AE) at the Mariam Dawood School of Visual Arts and Design, Beaconhouse National University [BNU-SVAD].

The entire thesis process takes place in 4 parts. **Thesis Seminar-I** (students develop a Thesis proposal containing outline for first three chapters i.e. introduction, Literature Review & Methodology) **Thesis Advisement-I** (Students work with assigned thesis supervisors in spring), **Thesis Seminar-II** (Conducted where students are guided by Thesis Seminar faculty in summer) and **Thesis Advisement II** (Students continue to work with their assigned supervisors in late summer/early fall).

### **THESIS TRACKS**

Students have two options to carry out their thesis as either a “dissertation” or a “project track”. The decision regarding the track is taken prior to the assigning of supervisor and cannot be changed during the course of advisement. The requirements are as follows:

**Dissertation** (15,000 – 20,000 Words)

**A Thesis Project** that may entail fieldwork and an out-put in any creative format (subject to approval of thesis supervisor), accompanied by a project report (3500 – 5000 Words)

### **REVIEW COMMITTEE**

The **Review Committee** meets during the course of *Thesis Advisement-I (Spring Semester)* to Review and Finalize the Thesis Research Questions by students. In case of further suggestions for improvement by the committee the students are required to resubmit the RQ for approval.

After the committee’s approval the RQs cannot be changed without sending a special request subject to Dean’s approval.

The Review Committee comprises the following:

#### **Core Members:**

- 2 or 3 External Members
- 1 representative of the MA AE department
- Thesis Seminar course instructors

#### **Rotating Members:**

- Supervisor / Co-Advisor of the student in question

## **GRADE BREAK DOWN**

### **Thesis Advisement-I**

Students will be graded on the basis of Progress Reports submitted by their Supervisors/Co-Supervisors. A total of **3 Progress Reports** will be submitted to the MA AE department for *Thesis Advisement I*.

Thesis Advisement I	Report Weightage
<b>Progress Report #1</b>	<b>30%</b>
<b>Progress Report #2</b>	<b>30%</b>
<b>Progress Report #3</b>	<b>40%</b>
<b>Total Grade</b>	<b>100%</b>

### **Thesis Advisement-II**

Students will be graded on the basis of **1 Progress Report and 1 Final Evaluation Report** submitted by their Supervisors/Co-Supervisors within the course of *Thesis Advisement II*.

Thesis Advisement II	Report Weightage
<b>Progress Report #4</b>	<b>30%</b>
<b>Final Evaluation Report</b>	<b>70%</b>
<b>Total Grade</b>	<b>100</b>

### **FINAL THESIS EVALUATION**

For final thesis evaluation *Thesis Advisement II* and **External Evaluation** grades will be considered.

INTERNAL	EXTERNAL	TOTAL
<b>60%</b>	<b>40%</b>	<b>100%</b>
<b>Thesis Advisement II</b>	<b>External Examiner Evaluation</b>	

**GRADING FORMULA:**

GRADE	GPA	PERCENTAGE	PERCENTAGE RANGE
<b>A</b>	4.00	85.50	85.00 - 100.00
<b>A-</b>	3.67	81.50	81.50 - 84.99
<b>B+</b>	3.33	78.00	78.00 - 81.49
<b>B</b>	3.00	74.50	74.50 - 77.99
<b>B-</b>	2.67	71.00	71.00 - 74.49
<b>C+</b>	2.33	67.50	67.50 - 70.99
<b>C</b>	2.00	64.00	64.00 - 67.49
<b>C-</b>	1.67	60.50	60.50 - 63.99
<b>D+</b>	1.33	57.00	57.00 - 60.49
<b>D</b>	1.00	50.00	50.00 - 56.99
<b>F</b>	0.00	Below 50.00	00.00 - 49.99

## **FINAL DOCUMENTS & SUBMISSION**

### **PLAGIARISM CHECK:**

During *Thesis Advisement II* students will be asked to send in their papers for a plagiarism check. The papers will be emailed directly to BNU and will be run through TURNITIN software after which students will receive a “Similarity Report”. This Similarity Report is to be shared with your Thesis Supervisor.

**A similarity index of up to 11% - 19% is acceptable. The index report should not exceed this percentage and the similarity index for one single source should not be more than 5% within your papers. The same applies on **AI Generated Content**.**

### **EXTERNAL EVALUATION SUBMISSION:**

For External Evaluation students are required to send in their Thesis in WORD doc format as anonymous copies to the MA AE Program Coordinators. Please note the instructions for sending your documents mentioned below.

### **ANONYMOUS COPY**

Students are required to redact all personal information/biographical data including their name and acknowledgements from the entire document. Here only the Title page and Abstract will be required, with student name removed. Make sure that your name and other personal information is not visible anywhere (such as header or within text etc.). Students should redact their names from any appendices.

### **FINAL SUBMISSION & HARDCOPY:**

Students are required to send in the final submission after external evaluation as both final SOFT COPY submission and HARD COPY submission.

**The Following documents must be a part of the final Thesis Report and are attached as separate templates within the Main Thesis Email.**

- 1. Title Page**
- 2. Abstract Page**
- 3. Academic Integrity Statement** (to be filled by you)
- 4. Signed Advisor and Program Approval form** (to be signed by advisors, you can also get e-signatures).

## **SOFT COPY SUBMISSION**

**ONE** final soft copy submission is required in PDF Format. For any accompanying audio/visual submissions, students are required to send us their final files via email or WETRANSFER.

## **HARDCOPY SUBMISSION**

**HARD COPY SUBMISSIONS ARE A MANDATORY REQUIREMENT FOR GRADUATION WITHOUT WHICH STUDENTS WILL NOT BE HANDED OVER THEIR DEGREES.** Please review the following requirements carefully:

**TWO HARD COPIES OF THE THESIS REPORT ARE REQUIRED.**

### **Hard copy printing and binding guidelines:**

1. Please allow 1.5 left margin to allow for printing
2. Binding must be black hard cover CASE BINDING (not coil, wire or comb binding)
3. Thesis must be printed on white A4 sized pages.
4. AUDIO/VISUAL data e.g. video files should be uploaded on a USB and labelled accordingly i.e. NAME OF STUDENT\_ROLL NUMBER\_MA AE 2020

### **Submission guidelines:**

1. You may hand in the hardcopies (and USB) directly to **Academic Coordinator** who sits in the front office. You must collect a receipt acknowledging the submission of **two hard copies (and USB – if applicable)**.
2. Alternatively, you may send us your two copies (and USB) via post at the following address:

**Beaconhouse National University, Tarogil Campus  
13 Km Off Thokar Niazbeg - Raiwind Road, Tarogil, Lahore 53700**

In case of postal submission, we will email you an acknowledgement upon receipt of your hard copies.