

University of the Republic

Assignments

Unless otherwise stated in the course specific Assignment, each course will require the completion of three research papers.

Each research paper will be of five – eight pages in length and in accordance with the MLA format. (unless the paper is very poignant and directed, it will almost always be closer to eight pages)

Each assignment has its own focus and requirements.

Once registered and admitted to the University of the Republic, a syllabus of the specific course will be directly mailed, or emailed to the student.

The syllabus will contain course specific information;
Assignments;
Calendar of important dates, and a;
New Course Registration form.

The student must complete the assignments within the timeframe of the designated term (Term Calendar).

Extensions will be considered on a case by case basis and must be cleared through the course designated primary instructor.

Each term will be ten weeks in length, unless otherwise stated.

Research papers will be due:

- On the last day of the fourth week;
- On the last day of the seventh week, and;
- On, or before, the last day of the term.

The student will complete all assignments independently and without the assistance of others, with the exception of utilizing subject matter experts as a resource. If information from subject matter experts is utilized in the paper, the source must be referenced like all other resources. In addition, if such people are utilized as such, it may be necessary to provide evidence of their expertise.



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The student will not utilize completed assignments from past students in completing their own.

The student will not copy material from resources without referencing the source, or copy large blocks of resource information to serve as reference material in the body of the paper. It is expected that the student will utilize resources as a source for describing and summarizing points of views and facts.

The student will submit two printed copies of their assigned research papers to the primary instructor. PDF files may be considered via email.

One of the submitted papers will be graded (with written notes in the margins as needed) and returned to the student in a timely fashion.

The student may receive the final course grade in a variety of ways:

- In the mail of the last graded paper, and or;
- In a formal "Grade Statement" report, and or;
- Via email.

Thesis

All students admitted to the Master of Science program under the Formal status, as "Official" students, will be required to complete a thesis.

Toward the end of the Master of Science program, typically prior to the beginning of the final term, the student will submit a Thesis Proposal to the University of the Republic.

The Thesis Proposal will contain a Thesis topic that relates to the material covered in the Master of Science program. It does not have to necessarily be of a topic covered directly in the courses, but it must fall into one, or across more than one, of the disciplines of the Master of Science program.



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For example, there may be a historical event or person the student has an interest in that was not specifically addressed in any of the assignments.

However, if the student found an area of one of the assignments to be of special interest, then the student could flesh out the particulars and examine the topic at an extremely close level.

The Thesis Proposal shall include a summary of the proposed topic, what precisely the student is attempting to focus on and a list of resources that will be used to accomplish the task.

The Thesis Proposal form shall be completed and submitted to the University of the Republic for consideration and approval by the Thesis Committee.

If there are any concerns from the Thesis Committee the Thesis Proposal will be returned to the student in a timely fashion identifying the concerns. The student must formally address the concerns of the Thesis Committee, amend the Thesis Proposal, and resubmit for consideration and approval.

Once the Thesis Proposal has been approved by the Thesis Committee the student can commence work on the Thesis, even if the course work of the Master of Science program has not been completed.

The completed Thesis will not be accepted for submission until all course work has been completed and submitted to the instructor, all course grades have been officially recorded by the University of the Republic Department of Records and all outstanding fees have been paid.

The Thesis will be no less than 20 pages in length and follow all the requirements of course assignments including, but not limited to: A cover page; a body consistent with MLA formatting, and a complete reference section. The Thesis



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should also be accompanied by a separate and independent abstract and a detailed conclusion that addresses all findings.

Course Texts (and other resource material)

The University of the Republic will provide a list of texts for each course assignment. The list of texts will fall under the following categories:

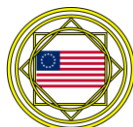
Required - texts that are required for the course and will be expected to be utilized as reference sources.

Recommended - texts that are not required and may be utilized as reference sources. The University of the Republic intentionally places most of the texts in this category in the attempt to force the student to spend the time to locate **High Quality Resource Material**. Individual instructors will be provided the flexibility and freedom to place certain texts under the “Required” category. However, the emphasis of the University of the Republic is to allow the student the freedom to find their own High Quality Resource Material. If there are any concerns with the resource materials being considered, it is suggested that the student contact the instructor for clarification.

High Quality Resource Material (HQR)

The University of the Republic considers HQR as:

- A body of work that has a focus on a particular person, event, or philosophy;
- A body of work that has a reference section;
- Original works from historical figures;



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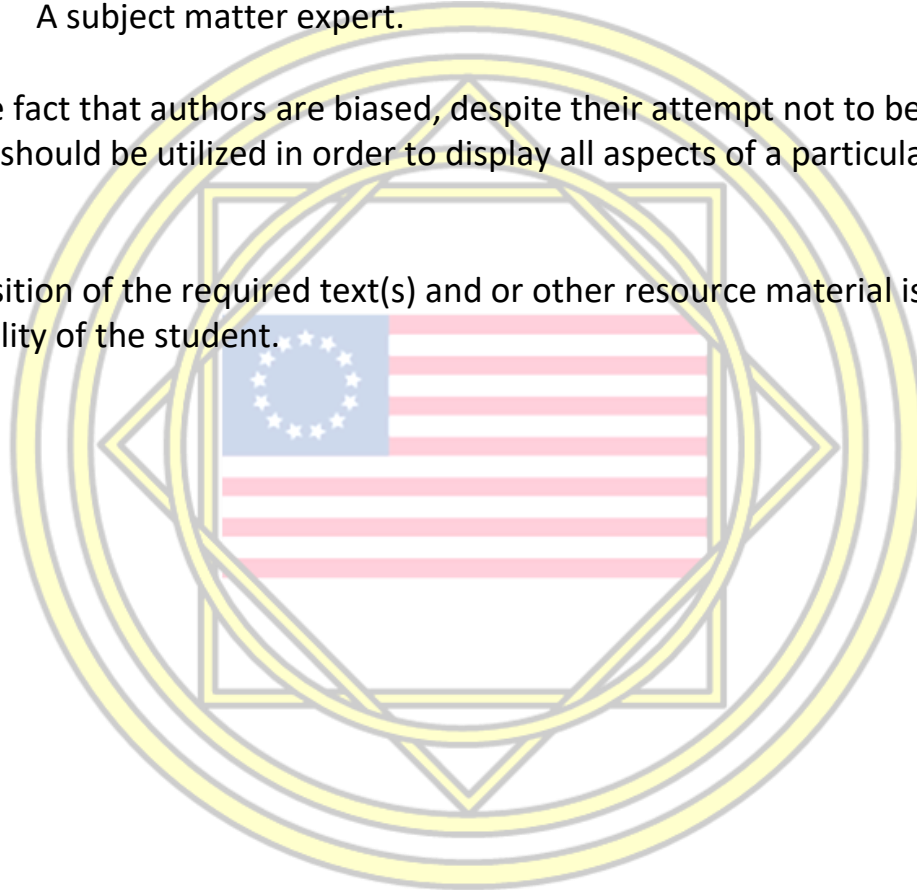
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A body of work that utilizes a vast volume of resources with varying points of view:

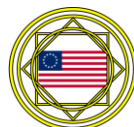
A subject matter expert.

Due to the fact that authors are biased, despite their attempt not to be, multiple resources should be utilized in order to display all aspects of a particular issue.

The acquisition of the required text(s) and or other resource material is the responsibility of the student.



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