MARSEA Thesis Guidelines & Deadlines
Academic Year 2024-2025

Requirements

The MARSEA master's thesis must be at least 35 pages in length (not including the bibliography) and deal with a modern or contemporary topic in the social sciences that focuses on the Asia Pacific region. It must substantially incorporate discussion of the student's country of specialization, although other countries may be treated in the paper. The use of primary source material is strongly encouraged.

A Thesis Proposal, together with an Advisor Form (signed by the student's thesis advisor), must be submitted one semester before the student submits his or her thesis (i.e. to submit a thesis in the Spring semester, students should submit a proposal in the preceding Fall semester).

Deadlines

Graduation Date	Thesis Proposal & Advisor Form	Application for Degree (University Registrar)	Final Thesis
October 2024	~~March 8, 2024 (Fri)~~	September 1, 2024	September 6, 2024 (Fri)
February 2025	~~May 3, 2024 (Fri)~~	November 1, 2024	December 9, 2024 (Mon)
May 2025	November 8, 2024 (Fri)	December 1, 2024	April 25, 2025 (Fri)
October 2025	March 7, 2025 (Fri)	September 1, 2025	September 5, 2025 (Fri)
February 2026	May 2, 2025 (Fri)	November 1, 2025	December 8, 2025 (Mon)

For the Application for Degree form, please see Vergil/SSOL.

Thesis Advisor

Each student works with a faculty member who serves as their Thesis Advisor. As many students choose to expand a paper written for a seminar course into a thesis, the instructor of the course often serves as the Thesis Advisor. Students may, however, work with any faculty member of the Institute, or another Columbia University faculty member or course instructor.

Students submit an Advisor Form with their advisor's signature along with their Thesis Proposal. Download the form on http://marsea.weai.columbia.edu > Resources > For Current Students.

Thesis Proposal

The MARSEA thesis proposal should include the following:
- Title
- 500-word description of the topic, research methodology, and conceptual framework
- Preliminary bibliography

Thesis Formatting

- The final PDF of your thesis should be in 12-point font size (choose a classic Serif font, such as Times New Roman)
- Number all pages
- Double-space all lines, but do <u>not</u> add extra line-space between paragraphs
- Indent the first line of each paragraph by 0.5"
- Alignment: flush left margin (jagged right margin)
- Follow the Chicago Manual of Style. For references, you may use footnotes OR endnotes; alternatively, you may use in-text citations in combination with footnotes or endnotes
- Include full Chicago-style bibliography
- Include a cover page according to the following format:

[Thesis Title]

By [Full Name]

A thesis submitted in partial fulfillment of the requirements for the degree of
Master of Arts Regional Studies: East Asia (MARSEA)

Columbia University
Weatherhead East Asian Institute
[Month] [Year]

Submission and Review

A **PDF** of the final thesis must be submitted to the Thesis Advisor and to the Student Affairs Coordinator via email by the appropriate deadline.

Once a student's Thesis Advisor has had time to review the submitted thesis, the advisor will send any comments and the final letter grade to the Student Affairs Coordinator, who, after confirming that the student has satisfied all of their degree requirements, will pass the grade and comments to the students and clear the student for graduation.