

ST. STEPHEN'S COLLEGE

**Approval of Integrative Theology Paper (ITP) Proposal – Supervisor and Department Chair
BTS or MTS in Diaconal Ministry**

Name of Student	
ITP Title	
Name of ITP Supervisor	

How well does the candidate . . .

Low (1)

High (5)

	1	2	3	4	5
1. Describe the area to be studied?					
a) Provide a general statement of topic area					
b) Describe the theological themes					
c) Describe personal interest in the subject					
2. Literature: demonstrate a working knowledge of relevant resources?	1	2	3	4	5
a) Discuss key literature relating to the topic area					
b) Discuss key literature relating to theological themes					
c) Situate the topic in the context of current scholarship					
3. Develop the process?	1	2	3	4	5
a) Academic process					
b) Theological process					
c) Personal process					
d) Outline steps in researching the question					
4. Craft the proposal document?	1	2	3	4	5
a) Write smoothly and clearly					
b) Present material in a logical and orderly manner					
c) Write in an inclusive style					
d) Suitable chapter outline					
e) Quality of bibliography and other resources					
5. Select relevant and extant resources for Bibliography?	1	2	3	4	5
a) Comprehensive					
b) Evidences familiarity with available resources					
c) Demonstrates proper bibliographical form					
6. Plan timelines?	1	2	3	4	5
a) Practical and achievable					
b) Pacing in keeping with personal factors, logistics, and College deadlines					
c) Chapter outline					

Overall, how would you assess this proposal?

Strengths:

Weaknesses:

Additional comments:

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ITP SUPERVISOR

The student has completed their Integrative Theology Paper Proposal to my satisfaction and it is hereby sent to the Department Chair.

Signature, ITP Supervisor	Date

DEPARTMENT CHAIR

	Proposal Accepted
	Proposal Accepted with Minor Revisions Student completes minor revisions in consultation with Supervisor and resubmits proposal to Department Chair.
	Major Revisions Required Student completes major revisions in consultation with Supervisor and resubmits proposal to Department Chair.
	Ethics Review Required Student to submit application for Ethics Review
Department Chair comments on decision:	
Signature, Department Chair	Date

**COMPLETED FORM TO STUDENT
COPY TO STUDENT FILE**

ACADEMIC OFFICE USE	
Date received and forwarded to A/Registrar	
Proposal approval 'S' entered in student record	
ITP title entered in student record	
A/Registrar invoices student for ITP fee	