

**ST. STEPHEN'S COLLEGE**  
**Master of Theological Studies**  
**FEEDBACK FOR CULMINATING PAPER PROPOSAL: DEPARTMENT CHAIR**

<b>Student Name</b>	
<b>Proposed Culminating Paper Title</b>	

**How well does the candidate . . .**

**Low (1)      High (5)**

	1	2	3	4	5
<b>1. Describe the area to be studied?</b>					
a) Provide a general statement of topic area					
b) Describe the theological themes					
c) Describe personal interest in the subject					
<b>2. Review the literature: demonstrate a working knowledge of relevant resources?</b>					
a) Discuss key literature relating to the topic area					
b) Discuss key literature relating to theological themes					
<b>3. Develop the process?</b>					
a) Academic process					
b) Theological process					
c) Personal process					
d) Discuss ethical issues involved and how they were managed					
<b>4. Craft the proposal?</b>					
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					
f) Use Turabian or APA correctly					
<b>5. Select relevant and extant resources for Bibliography?</b>					
a) Comprehensive					
b) Evidences familiarity with available resources					
<b>6. Plan timelines?</b>					
a) Practical and achievable					
b) Pacing in keeping with personal factors, logistics, and College deadlines					

**Overall, how would you assess this Culminating Paper Proposal?**

Strengths:

Weaknesses:

Recommendations (including requested revisions):

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	<b>Proposal Accepted</b>
	<b>Proposal Accepted with Minor Revisions</b> Student completes minor revisions and resubmits proposal to Department Chair.
	<b>Major Revisions Required</b> Student completes major revisions and resubmits proposal to Department Chair.

<b>SIGNATURE</b>	
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	
CP title entered in student record	
A/Registrar invoices student for CP fee	