



**Holy Apostles** *College & Seminary*  
*Cultivating Catholic Leaders for Evangelization*

## **Thesis Guidelines(August 28, 2017) for M.A. Students in Philosophy and Theology**

### **1. Statement of Purpose**

An M.A. student in theology or philosophy at Holy Apostles College and Seminary may choose to write an academic or scholarly Thesis to fulfill the requirement of the summative evaluation. The Thesis demonstrates a student's ability to conduct scholarly research and writing in the field of his or her concentration and to make an academic contribution to that field. Holy Apostles especially recommends the Thesis option for students who aspire to pursue advanced degrees (e.g., S.T.L., S.T.D., or Ph.D.) after the M.A. program.

A complete M.A. comprises approximately 60 pages of scholarly writing, including the bibliography. The title of the successfully completed Thesis will be noted on the student's transcript.

### **2. Requirements for M.A. Thesis Direction**

1. Enrollment in the M.A. program in Philosophy or Theology.
2. Completion of at least 24 semester hours of coursework, including all required core courses.
3. Completion of ENG 891: Academic Research, Design, and Writing.
4. A minimum overall grade point average of 3.0 in the Holy Apostles' M.A. program.

The requirement of completing ENG 891: Academic Research, Design, and Writing may be waived for a student who has already successfully written a thesis or dissertation in the humanities. The course proceeds as a seminar that provides the student an opportunity to research, format, and write an article that may constitute part of his or her thesis.

### **Tuition Costs**

Please refer to the Tuition & Fees policy available from the Tuition & Financial Aid Office.

### **3. Process**

#### **Application Form**

A student interested in pursuing a Thesis to fulfill the summative evaluation requirement announce this intention by submitting the Thesis or Special Project Application Form (see Appendix H) to the Academic Dean (for on-campus students) or to the Assistant Dean of Online Learning (for online students). The application form may be submitted before the student has completed 24 credit hours if the student will have completed 24 credit hours by the end of the semester in which the student submits the application form. The Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) will review the application form for advisability. If pursuing the Thesis is advisable, then the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) will clear the student to take ENG 891: Academic Research, Design, and Writing. Clearance to take ENG 891 does not constitute acceptance of the Thesis Proposal; final acceptance of the Thesis Proposal is contingent upon factors that must be evaluated after the student has enrolled in ENG 891.

#### **Enrollment in ENG 891**

Next, the student who plans to write a Thesis will enroll in ENG 891: Academic Research, Design, and Writing, which is offered at least once every other semester. During this three-credit graded course, the student will work on researching and writing the topic of his or her Thesis. ENG 891 course affords the student an opportunity to practice researching, formatting, collaborating in academic work, critically appropriating scholarship, and writing for academic publication.

#### **Thesis Proposal**

The formal Thesis Proposal may be submitted during Weeks 13 or 14 of the semester during which the student takes ENG 891: Academic Research, Design, and Writing or at any later time, provided the student meets all the prerequisites listed above. The student submits the Thesis Proposal to the Academic Dean (for on-campus students) or to the Assistant Dean of Online Learning (for online students). At this time, the student must also submit a second, amended version of the Thesis or Special Project Application Form. A complete application for the Thesis is comprised of two documents:

1. The Thesis Proposal; and
2. The Thesis or Special Project Application Form (second, amended version).

After reviewing the Proposal, the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) may require a student to edit or rewrite the Proposal. When the Proposal is ready, the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) will submit the Proposal to an expert in the student's area of concentration for a feasibility study. Following the feasibility study, the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) may require emendations to the Proposal.

#### **Appointment of a Potential Advisor**

The ability of a student to pursue a Thesis necessarily depends upon whether a faculty member is available to oversee the Thesis in the capacity of Thesis Advisor.

The student may initiate contact with a potential Thesis Advisor before applying for a Thesis. The potential Advisor may, at his or her discretion, provide assistance in preparing the Thesis Proposal.

## **Approval of the Thesis Proposal**

Usually within two weeks, the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) will notify the student regarding whether the Thesis application has been accepted. The Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) will also inform the student of the appointment of a Thesis Advisor. The student then must immediately initiate contact with the appointed Advisor.

## **Thesis Enrollment**

Once the Thesis proposal has been accepted and an Advisor has been assigned, the student who pursues a Thesis will enroll for the Thesis. This Thesis is pass/fail only. The fee for enrollment in the Thesis is the same as the regular cost for one three-credit course at Holy Apostles. Upon successful completion of the Thesis, the student receives a grade of simple pass, *cum laude*, *magna cum laude*, or *summa cum laude*.

A student who takes longer than one semester to write the Thesis will receive an “Incomplete” for the Thesis and will pay a continuation fee for each subsequent semester that it takes the student to finish the Thesis for up to three semesters. If the student has not completed the Thesis after four semesters, the student automatically receives a “Fail” for the Thesis and must take the Comprehensive Examination for a Summative Evaluation exercise in order to earn the M.A. degree.

A student may not enroll in a Directed Study with the Advisor on the topic of the Thesis.

## **Stages in Completing the Thesis**

Note that the student will begin collecting resources, researching, and writing while taking ENG 891: Academic Research, Design, and Writing.

### **A. Collecting Resources**

In collaboration with the Thesis Advisor, the Student must identify and collect sufficient resources to ensure that the bibliography includes seminal texts and critical studies pertaining to the Thesis. Students will use the Holy Apostles College and Seminary Guidelines for Papers, Projects, and Theses in the formatting of their citations. Thesis bibliographies will contain at least 30 source materials.

### **B. Research, Implementation, and Writing**

Students enrolled for the Thesis are required to work with their Thesis Advisor throughout the drafting process, communicating their progress at least once a week during the semester in which the student is enrolled in the Thesis. Failure to communicate with one’s Advisor at least once a week may delay completion of the Thesis.

A student who wishes to graduate at the end of the semester must plan to complete, in consultation with the Advisor, an acceptable version of the Thesis seven weeks before the end of the semester. This provides sufficient time for the Reader to provide feedback and for the Student to incorporate that feedback in preparation for the Oral Defense Session.

### **C. Submission to the Reader**

The Thesis Advisor determines when the Thesis represents satisfactory M.A. work and has reached a form definitive enough for submission to the Reader. Then the Advisor (not the Student) will inform the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) that the Thesis is ready to be vetted by the Reader. The Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students), in collaboration with the Advisor, formally selects a Reader and informs the Student and the Advisor. The Student will then submit the latest version of the Thesis to the Reader and the Advisor.

The Reader takes a reasonable period of time (usually no more than two weeks) to review the Thesis and to return to the Student and the Advisor feedback regarding how to improve the Thesis for the Oral Defense Session. The Student then implements the feedback of the Thesis Advisor and prepares the final version of the Thesis for presentation.

#### **D. Final Revision**

Taking into account how much time the Student will take to complete the final revision, the Advisor, the Reader, and the Student will agree upon a one-hour time slot for scheduling the Oral Defense Session. The Thesis Advisor will inform the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students), who will ensure that the defense is scheduled on campus or online.

The student must present the final version of the Thesis to the Reader and the Advisor at least one week before the Presentation.

#### **Oral Defense Session**

All Theses will culminate in an Oral Defense Session conducted either face-to-face on campus or via some mediated means (e.g., Skype, conference call), depending upon the location of the participants. The Oral Defense Session will not be scheduled until all continuation fees have been paid. The student sitting for his or her Oral Defense may invite observers to his or her defense after consultation with his or her Thesis Advisor.

The Thesis Advisor chairs the Oral Defense Session. The Student takes 15 minutes to present his or her work, followed by 15 minutes each for questions from the Thesis Advisor and Reader. The total length of the Session may not exceed 60 minutes.

In the 15-minute presentation, the Student is not expected to deliver a formal lecture. He or she instead presents a summary explanation of why the Student chose the topic, how the research changed the Student's thought on the topic, what the Student learned in the process, what the Student discovered remains to be done, and any other relevant factors.

The Thesis Advisor and Reader then question the student on the Thesis. During the presentation, the Advisor and Reader may recommend but may not require further changes in the Thesis, unless the student fails at the Oral Defense Session. Any required changes should be communicated to the student prior to the scheduling of the presentation.

After the Student responds to the questions of the Advisor and the Reader, the student will be momentarily excused from the meeting while the Advisor and the Reader discuss the evaluation

of the Thesis. Then the Student will be invited back to the meeting and informed of the final evaluation.

The Student may invite one or more guests to attend the Oral Defense Session at the discretion of the Advisor and the Reader or Reviewer. After obtaining the clearly expressed consent of both the Advisor and the Reader or Reviewer, the Student may invite one or more guests to attend the Oral Defense Session. If guests attend the Oral Defense Session, they must do so as silent auditors. Any guests along with the Student must be dismissed when the Advisor and the Reader or Reviewer confer regarding final evaluation of the Summative Evaluation. Guests are not to be readmitted when the Advisor informs the Student of the final evaluation.

### **Assessment**

Within one week of the defense, the Advisor, the Reader, and the Student must each fill out a distinct Thesis or Special Project Outcomes survey for purposes of evaluation and assessment.

The will distribute these surveys when the student completes the Summative Evaluation. The Advisor, Reader, and Student should fill out the form only after the Oral Defense Session.

These surveys will be compiled and analyzed in the aggregate by the Director of Assessment and reported to the appropriate constituencies in accordance with the provision of the Seminary's assessment plan. These surveys also will be filed as records of the student's completion of the Summative Evaluation Process.

### **Submission and Publication of the Thesis**

Following a successful Oral Defense of the Thesis, the student presents the Academic Dean (for on-campus students) or the Assistant Dean for Online Learning (for online students) with an electronic copy of the completed Thesis.

The Student must also send two bound hard copies of the Thesis to the Academic Dean, along with a signed Thesis or Special Project Release Form. See Appendix F below for binding specifications. The Release Form is provided in Appendix G. The student's diploma will not be released until the Academic Dean receives these copies.

### **Grading and Program Credit**

The Advisor assigns the Student a pass or fail grade for the Thesis. A grade of pass is worth three credits. At the Advisor's discretion, in consultation with the Reader, a passing grade will be designated: (1) a simple pass without specification; (2) pass *cum laude*; or (3) pass *magna cum laude*; or (4) pass *summa cum laude*. The title of the Thesis and the grade will appear on the student's transcript.

If the Student does not pass the Thesis following the Oral Defense, then the Advisor must inform the Student of what must be done in order to pass the Thesis. If the student is unable or unwilling to make these changes, then the student will receive a grade of "Fail" for the Thesis and 0 credits for the Thesis. If the Student is willing and able to make these changes, then the Student will proceed with the changes. After the Advisor approves the emended Thesis, it will be sent to the

Reviewer. Once the Reviewer approves of the emended Thesis, the Advisor, Reviewer, and Student will participate in a second Oral Defense Session. The Student will pay a second Reviewer's fee.

The failure of the Student to successfully complete the Thesis in a timely manner (within four semesters) results in the dissolution of the Thesis Board and assignment of an F for the thesis with 0 credits earned. In the extraordinary event that a personal physical or mental incapacity prevents a Student from completing the Thesis in a timely manner, the Academic Dean (for on-campus students) or the Assistant Dean for Online Learning (for online students) may allow additional time for the completion of the Thesis.

A Student who fails or does not complete the Thesis in a timely manner must take Comprehensive Examinations in order to fulfill the Summative Evaluation requirement of the M.A. degree.

If the Advisor should become unavailable owing to extraordinary circumstances, the Student may choose to write the Comprehensive Examination or to continue working on the Thesis with a new Advisor if a new Advisor is available.

## 4. The Thesis Proposal

### **Format of the Thesis Proposal**

Before enrolling for the thesis, the Student must submit a formal Thesis Proposal. A Thesis Proposal defines the scope of the thesis and should not exceed five pages in length. The Thesis Proposal should be comprised of five parts: the thesis statement, the rationale, the methodology statement, a tentative outline, and an advance list of twenty-five resources. It is understood that details found in the Proposal may change as work on the Thesis progresses. (See Appendix A for a sample.)

1. **Thesis Statement:** A thesis statement declares in one sentence the specific goal or chief purpose of the thesis. A thesis statement briefly informs the reader of the narrow topic of the thesis and provides its conclusion or some hint of its conclusion.
2. **Rationale:** The rationale expresses the significance or importance of the thesis. The rationale elaborates the thesis statement by explaining how the thesis will contribute to the field of the student's area of concentration within theology or philosophy.
3. **Methodology Statement:** The methodology statement explains *how* the student will research and write the thesis. The methodology statement clearly articulates the type of sources the student will pursue and the manner in which the student will interpret those sources. The methodology statement clearly indicates the disciplinary perspective from which the topic will be approached (e.g., epistemology, ethics, dogmatic theology, ecclesial history).
4. **Tentative Outline:** The outline articulates in separate paragraphs the topics that will appear within each chapter of the thesis. These paragraphs are to be developed sufficiently to demonstrate a command of the sources and arguments the student proposes

to use in proving the thesis statement. It may be helpful to draft a bullet-point outline based on their paragraph outline.

5. **Annotated Bibliography:** The annotated bibliography for the proposal describes at least twenty-five sources and secondary sources (both primary and secondary) relevant to the topic the Thesis. Some indication of how each source affects particular chapters may be made. Bibliographical entries must be formatted according to Holy Apostles College and Seminary's Guidelines for Academic Papers, Projects, and Theses. Each entry must be accompanied by an explanation of the value or significance of the work that does not exceed 25 words in length.

## **5. The Thesis Format**

The M.A. Thesis must contain the following parts:

- I. Title Page
- II. Signature Approval Page
- III. Table of Contents
- IV. Introduction
- V. Body of Thesis
- VI. Conclusion
- VII. Bibliography

### **I. Title Page**

The Title Page must include the full title of the Thesis typed in bold and centered at the top of the page. Immediately below the title is the satisfaction statement. The satisfaction statement must be typed and centered. The student's name must be typed and centered at the bottom of the page. The copyright statement should be centered at the very bottom of the page. See Appendix B for an example.

### **II. Signature Approval Page**

The signature approval page must contain all the elements of the title page with the addition of spaces for the signatures of both the Thesis Advisor and the Thesis Reader. The name of each signatory must be typed below the signature line with the signatory's title extending to the right of the signature line. The Signature Approval Page should not contain the copyright notice. The Signature Approval Page must be signed by the Advisor and Reader and dated. See Appendix B for an example.

### **III. Table of Contents**

The table of contents must include chapter headings and pagination. The objective of the Table of Contents is to present an organized and accurate record of the parts of the Thesis for easy access. Chapter headings should be designated by Roman Numerals. Pagination should be designated in Arabic numerals and should only indicate the beginning page of each section. See Appendix D for an example.



#### **IV. Introduction**

The introduction sets forth the method, content, and direction of the thesis. It should contain those elements from the Thesis Proposal that define the focus of the Thesis and the major research sources.

#### **V. Body of Thesis**

The body of the Thesis contains the major portion of the research and writing. It should include mention of all topics to be examined as listed in the table of contents. Chapter headings should be set apart within the text. Each chapter heading should contain the Roman numeral and the title. Each heading should be underlined, in bold face, and left margin justified. Use footnotes rather than endnotes, and format the footnotes according to Holy Apostles College and Seminary's Guidelines for Academic Papers, Projects, and Theses.

#### **VI. Conclusion**

The conclusion briefly summarizes the key arguments of the Thesis, explains the impact of the findings of the research, and may offer comments for further avenues of related research. Do not raise new ideas or terms in the conclusion.

#### **VII. Bibliography**

The bibliography should contain both the sources cited in the footnotes and sources used for background information. Bibliographical entries must be formatted according to Holy Apostles College and Seminary's Guidelines for Academic Papers, Projects, and Theses.

### **6. Optional Sections of the Thesis**

The Thesis may contain optional sections that serve to enhance or personalize the final product. Examples include a statement of fidelity, dedication, acknowledgement, epigraph, appendices, a glossary, or a list of abbreviations. These optional pages should be placed within the Thesis in the following sequence.

- Title Page
- Signature Approval Page
- Statement of Fidelity
- Dedication Page
- Acknowledgement Page
- Epigraph
- Table of Contents Page
- Introduction
- Body of Thesis
- Conclusion
- Appendix
- Glossary
- List of Abbreviations
- Bibliography

## **7. Duties of the Participants within the Thesis Process**

### **Duties of the Academic Dean**

- The Academic Dean oversees all aspects of the Thesis process not assigned to the Assistant Dean of Online Learning, the Thesis Advisor, or the Reader.
- The Academic Dean is responsible for providing guidance to on-campus Students, Advisors, and Readers throughout the Thesis process.
- The Academic Dean receives the Thesis or Special Project Application Form along with the formal Thesis Proposal directly from the on-campus Student and reviews the Proposal to be sure it is acceptable. The Academic Dean may return the Proposal to the Student for further revision.
- The Academic Dean submits the Proposal to one or more faculty experts for a feasibility review.
- If the Thesis Proposal proves feasible, the Academic Dean appoints a Thesis Advisor and announces the appointment to the Student.
- The Academic Dean, in consultation with the Thesis Advisor, appoints a Reader and announces the appointment to the Student and the Advisor.
- The Academic Dean is responsible for maintaining the records of on-campus student progress through the Summative Evaluation process.
- The Academic Dean will distribute the Thesis or Special Project Outcomes survey to on-campus Students, Advisors, and Reviewers.
- The Academic Dean supervises the Assistant Dean of Online Learning in the administration of the Thesis to online students.

### **Duties of the Assistant Dean of Online Learning**

- The Assistant Dean of Online Learning is responsible for providing guidance to online Students, Advisors, and Readers throughout the process for completing the Thesis.
- The Assistant Dean of Online Learning receives the Thesis or Special Project Application Form along with the formal Thesis Proposal directly from the online Student.
- The Assistant Dean of Online Learning submits the Proposal to one or more faculty experts for a feasibility review.
- If the Thesis Proposal proves feasible, the Assistant Dean of Online Learning appoints a Thesis Advisor and announces the appointment to the Student.

- The Assistant Dean of Online Learning, in consultation with the Thesis Advisor, appoints a Reader and announces the appointment to the Student and the Advisor.
- The Assistant Dean of Online Learning distributes the Thesis or Special Project Outcomes survey to online Students, Advisors, and Readers before the Oral Defense Session.
- The Assistant Dean of Online Learning maintains the records of the online Student's progress through the Summative Evaluation exercise. The records to be maintained include the names of the Thesis Advisor and Reader, confirmation of accepted Thesis proposals, status of the project at appropriate intervals, and final remarks of the examining board concerning the Student's completion of the Thesis. These records will be kept in the student's file.

### **Duties of the Thesis Advisor**

- During the semester of enrollment in the Thesis, the Thesis Advisor maintains weekly communication with the student to evaluate the content and progress of the Thesis. The responsibility of initiating weekly contact, however, rests with the Student. The Advisor guides the Student in developing a bibliography that is representative of the state of the research relevant to the Thesis and oversees the development of the Thesis.
- The Advisor ensures that the Student's Thesis is grounded in and reflects M.A.-quality scholarly research.
- The Advisor will review drafts of the Thesis or parts thereof and return feedback to the Student within a reasonable period of time.
- The Advisor is responsible for deciding when the Student has produced a presentable Thesis that is ready to be evaluated by the Reader.
- When the Advisor declares the Student's Thesis presentable, the Advisor will inform the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) that the Thesis is ready to be evaluated by the Reader.
- The Advisor will work with the Student and the Reader to establish a date and time for the Oral Defense Session.
- The Advisor must inform the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) about the scheduling of the Oral Defense Session.
- The Advisor will chair the Oral Defense Session.
- The Advisor will inform the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students) when the student has completed his or her Thesis and Oral Defense Session.

- If the Student fails the Oral Defense Session, the Advisor will clearly explain to the Student what remains to be done if the Student is to pass the Summative Evaluation requirement.
- After the Presentation, the Advisor fills out Thesis or Special Project Outcomes survey.

### **Duties of the Reader**

- The Reader ensures that the Thesis reflects M.A.-quality scholarly research in the field in which it is written.
- The Reader must read and respond to the draft of the Thesis in a timely manner, usually within two weeks of receiving the version approved by the Thesis Advisor. The Reader's response should note the strengths and weaknesses of the Thesis and should include suggestions for improving the final version.
- If necessary, the Reader will read and respond to subsequent versions of the Thesis.
- The Reader will coordinate with the Thesis Advisor on the date and time of the Oral Defense Session and participate in the Session.
- At the end of the Oral Defense Session, the Reader will confer with the Thesis Advisor regarding the final grade of the Thesis.
- After the Oral Defense Session, the Reader will fill out the Thesis or Special Project Outcomes form.

### **Duties of the Student**

- Submit the Thesis or Special Project Application Form to the Academic Dean (for on-campus students) or the Assistant Dean of Online Learning (for online students).
- Enroll in ENG 891: Academic Research, Design, and Writing.
- Prepare and submit a Thesis Proposal along with a Thesis or Special Project Application Form.
- The Student will be responsible for making any changes to the Thesis Proposal which the Advisor requires.
- The Student is responsible for all research and writing and editing of the Thesis.
- Once the Proposal is accepted, the Student will enroll for the Thesis.
- The Student will initiate contact with the assigned Thesis Advisor.

- The Student is responsible for weekly contact with the Thesis Advisor during the semester in which the Student is enrolled in the Thesis for guidance with research and writing of the Thesis.
- The Student must implement any changes in the Thesis required by the Thesis Advisor. The Student also implements the changes recommended by the Reader.
- The Student collaborates with the Advisor and Reader throughout process of preparing and presenting the Thesis.
- The Student participates in the Oral Defense Session, in which the Student must present the Thesis and answer the questions of the Advisor and the Reader.
- If the Student does not complete the Thesis during the semester of enrollment, the Student will enroll for an extension of the Thesis and submit the required extension payment. The extension will be granted for a maximum of three semesters; if the Student does not complete the Thesis successfully by the end of four semesters, then the Student must take comprehensive examinations in order to fulfill the Summative Evaluation requirement.
- After the Oral Defense Session, the Student fills out the Thesis or Special Project Outcomes survey.

## **Appendix A: Thesis Proposal**

## **Thesis Proposal**

Date: 15 October 2014

Author: Pilar Sapientiae

Title: John Paul II on Masculinity

### **1. Thesis Statement**

In John Paul II's theology, masculinity is a particular expression of the human orientation towards the gift of self which impels a man to enter communion with others by completely sacrificing himself for them.

### **2. Rationale**

The question of John Paul II's understanding of masculinity has both theological and pastoral significance. Such an understanding will allow for a greater understanding of the theological relationship between men and women, which, as marriage is the sacrament signing the marriage of Christ and his Church, will give a greater insight into our relationship with Christ himself. Pastorally, I believe a greater understanding of the vocation of men will allow a pastor to encourage men to live their Christian lives more fully. Knowledge of this vocation would help a pastor to draw more men to experience true fulfillment in their Christian lives and allow them to live more joyfully in the Church. In society today, many men are not living their vocation fully in marriage, something notable by a high divorce rate and the existence of many single mothers. A true understanding of masculinity might motivate men to live their vocation by sacrificing themselves for the other, and might serve to give direction to a pastoral solution to this problem.

### **3. Methodology Statement**

The thesis will work to allow a reader to understand John Paul II's theology of masculinity. I have not yet discovered any place in my current research where he talks about the topic at length; therefore, I will proceed to research many of his writings, including pre-papal works, his papal writings, and his theatrical literature. From this research, I will attempt to construct his understanding.

### **4. Tentative Outline**

In the first chapter, the Introduction, I will present the question which the thesis is researching, describe the methodology which was used within it, and also place the thesis into a context. For example, while the paper is focusing on the masculine, such statements are not to say that women share none of these characteristics either; as men and women share a nature, many similarities can be expected. Here I might also try to anticipate the thesis's importance by asking questions which it will help to answer. More on the answers to these questions will be given in the conclusion. Such questions will involve the role of the man in the family in our society which sees the dissolution of family life. Another such question might be the question of male priesthood.

The second chapter, focusing on the theological anthropology of John Paul II, will draw heavily from his *Theology of the Body* and be supplemented by other encyclicals, such as *Mulieris Dignitatem*, his book *Love and Responsibility*, and secondary sources. In describing the creation of man, I will examine the biblical accounts of creation in light of John Paul II's teaching, searching the significance of God's creating Adam first and only later creating man as male and

female. Looking at man's end, the chapter will describe how man was called by God to complete himself in another (and ultimately God) and how this call was written on his very being through his sexuality. I will examine the relationship between man and woman in light of this calling, describing the complimentary roles of man and woman and how the relationship of man and woman images our relationship with God. In addition, I will explore his notion of gift, including donation and reception. By this examination, this chapter on his theological anthropology will provide the basis for the subsequent chapters which will discuss masculinity more particularly.

The third chapter will be based upon his apostolic exhortation *Redemptoris custos*, because in this encyclical is the only place so far in which I have found him discuss the vocation of men [*viri*], which he discusses in light of Joseph's being a just man. This chapter, then, will first look at Joseph and his role in Jesus' life. He was trusted with the development of Jesus as man and so must have been a good example for Jesus to follow. In the search for what it means to be a 'just man,' I will look at the different verbs which John Paul II attributes to Joseph (e.g. to oversee, to guard, etc.) and also different descriptions of him. It will look at the role of father, an important masculine role which we cannot as easily pull from the life of Christ—a role which he must have, however, even though not in a bodily sense because he reveals the love of our Father in heaven. I will also examine Joseph's role within his family, which will be intimately connected with the search above. I will examine how John Paul II describes the roles that Joseph played as Jesus' father, and from this examination discern aspects of the vocation of men.

In the fourth chapter, I will examine the concept of spiritual fatherhood especially as portrayed in his play *Radiation of Fatherhood*. In this play, Wojtyla describes the growing relationship between Adam and Monica, a girl who is not his biological daughter, through the constant struggle to make her 'his' by becoming completely 'hers.' Through examining this chapter, I intend to draw out the masculine role in that relationship and the role of father which Adam takes on through his gift of self. This chapter will enlighten the previous chapter as Joseph too was not Jesus' biological father but assumed the role completely (not merely juridically). I will draw from some of John Paul II's writings on spiritual fatherhood as well, which I believe will add insight into the movement of the play.

The fifth, chapter, the conclusion, will summarize and synthesize the thesis by discussing any additional relationships between the chapters. I will make some statements about what I think John Paul II thought to be the vocation of men within the context of his theological anthropology. In this chapter, I will discuss possible applications of the thesis. Some of these applications will be pastoral, such as briefly discussing how such a thesis might impact how a priest might encourage his faithful to grow more fully. Others will be theological, raising questions which cannot be answered in this thesis but would be beneficial to research.

## **5. Annotated Bibliography**

### **Primary Sources**

John Paul II. Apostolic Exhortation on the Person and Mission of Saint Joseph in the Life of Christ and of the Church *Redemptoris custos* (15 August 1989). At The Holy See, [www.vatican.va](http://www.vatican.va).



By examining John Paul II's reflections on Joseph, the just man, part of John Paul II's understanding of masculinity can be uncovered.

John Paul II. Apostolic Letter on the Dignity and Vocation of Women *Mulieris dignitatem* (15 August 1988). At The Holy See, [www.vatican.va](http://www.vatican.va).

This encyclical discusses fatherhood, motherhood, and the relationship between Christ and the Church in his theology.

John Paul II. *Man and Woman He Created Them: A Theology of the Body*. Trans. Michael Waldstein. Boston: Pauline Books & Media, 2006.

John Paul II's theological anthropology will lay the groundwork for discovering his understanding of masculinity.

Wojtyla, Karol. *Love and Responsibility*. Trans. H.T. Willetts. San Francisco: Ignatius Press, 1981.

This work discusses his anthropology, his understanding of love, and his understanding of fatherhood and motherhood, all of which are important in discovering his understanding of masculinity.

Wojtyla, Karol. "Radiation of Fatherhood." In *The Collected Plays and Writings on Theater*, trans. Boleslaw Taborski, 335-364. Berkeley: University of California Press, 1987.

This play shows the relationship of a man and girl whereby he becomes her father through a gift of self; that relationship unveils his understanding of masculinity.

## **Secondary Sources**

Butler, Sara. "The Priest as Sacrament of Christ the Bridegroom." *Worship* 66, no. 6 (1992): 498-516.

Butler comments on John Paul II's theological anthropology in order to discuss the priesthood; her examination of his theological anthropology will be applicable to chapter 1.

Congregation for the Doctrine of the Faith. Letter to the Bishops of the Catholic Church on the Collaboration of Men and Women in the Church and in the World (31 May 2004). At The Holy See, [www.vatican.va](http://www.vatican.va).

This letter draws on the Theology of the Body and emphasizes the complementarity of men and women in the Church.

Martin, Francis. "Male and Female He Created Them: A Summary of the Teaching of Genesis Chapter One." *Communio* 20 (1993): 240-265.

This article can be used in the first chapter to support the truth that sexual differentiation is a part of God's good creation, permitting a study of masculinity not to degrade femininity.

Schmitz, Kenneth L. "The Passage of Love: Wojtyla's Radiation of Fatherhood." *Communio* 22 (1995): 99-106.

Schmitz reflects on Wojtyla's understanding of fatherhood from his play based on the specific type of love to which he is called.

Séguin, Michel. "The Biblical Foundations of the Thought of John Paul II on Human Sexuality." *Communio* 20 (1993): 266-289.

This article will support the theological anthropology chapter as it emphasizes that the duality of the sexes is not an accident but images God.

## **Appendix B: Sample Title Page**

**Full Title of the M.A. Thesis**  
**Bold Face**  
**Centered at Top of Page**

A Master's Thesis  
submitted in partial fulfillment of  
the requirements for the degree of  
Master of Arts in Theology  
Holy Apostles College and Seminary  
Cromwell, Connecticut

By  
Student's Full Name  
Semester and Year

Thesis Advisor,  
Dr. Egg Spert

Reader,  
Dr. Tee Riffic

© Year  
All Rights Reserved

## **Appendix C: Sample Signature Approval Page**

**Full Title of the M.A. Thesis**  
**Bold Face**  
**Centered at Top of Page**

A Master's Thesis  
submitted in partial fulfillment of  
the requirements for the degree of  
Master of Arts in Theology  
Holy Apostles College and Seminary  
Cromwell, Connecticut

By  
Student's Full Name  
Month and Year

Approved by:

\_\_\_\_\_, Thesis Advisor  
Egg Spert, Ph.D.

\_\_\_\_\_, Thesis Reader  
Tee Riffic, S.T.D.

\_\_\_\_\_  
Date

## **Appendix D: Sample Table of Contents**

# Table of Contents

I. Introduction .....	3
II. Title of Chapter / Section 1 .....	7
III. Title of Chapter / Section 2 .....	18
IV. Title of Chapter / Section 3 .....	26
V. Conclusion .....	44
VI. Appendix 1 .....	51
VII. Appendix 2 .....	53
VIII. Glossary .....	55
IX. List of Abbreviations .....	57
X. Bibliography .....	58



## Appendix E: Binding Specifications

### A. Printing and Binding of M.A. Theses

1. Single-sided printing as leaves
2. 25% cotton Bright White paper
3. Color 75/black buckram cover binding
4. Gold stamping
5. Imprinting on both the spine and front cover to include the year on each
6. Pocket is optional – for CD or DVD insert

The Student must submit two printed and bound copies to the Office of the Academic Dean. One copy will be held in the Office of the Academic Dean and one copy will be retained in the Library. These two copies will be held permanently by Holy Apostles College and Seminary.

### B. Formatting

1. Begin page numbering on the page immediately following the Table of Contents.
2. Insert sequential numbers at the bottom center of each page.

### C. Cover Stamping

1. Theses must be stamped on the front cover to include the full title, centered, in all capital letters.
2. The student's full name is to be stamped and centered below the title.
3. The year of approval is to be stamped at the bottom of the cover.

### D. Spine Stamping

1. All these must be stamped on the Spine to include a title/condensed title, the student's last name, and the year of approval.

### E. Binderies

The Library of Holy Apostles College and Seminary recommends the Trappist Abbey as they adhere to our binding specifications. The Bridgeport National Bindery also has done fine work binding students' theses in the past but students must request our binding specifications.

Trappist Abbey Bookbindery 9200 NE Abbey Road Carlton, OR 97111-9504 <a href="mailto:bindery@trappistabbey.org">bindery@trappistabbey.org</a>	Bridgeport National Bindery 662 Silver Street P.O. Box 289 Agawam, MA 01001-0289 800-223-5083 413-789-1981 <a href="http://www.bnbindery.com">www.bnbindery.com</a>
--	--

Update 4/19/2017 C.A.

## **Appendix F: Thesis Rubric**

## Articulation & Expression

Not Passing 0 POINTS	Not Passing 1 POINTS	Not Passing 2 POINTS	Average 3 POINTS	Above Average 4 POINTS	Superior 5 POINTS
<p><b>Incomplete articulation</b></p> <p>Project is only partially written or completely misses the topic</p>	<p><b>Writing difficult to understand, serious improvement needed</b></p> <p>Fails to address the topic; confusing organization or development; little elaboration of position; insufficient control of sentence structure and vocabulary; unacceptable number of errors in grammar, mechanics, and usage</p>	<p><b>Episodic articulation, a mix of strengths and weaknesses.</b></p> <p>Noticeably neglects or misinterprets the topic; simplistic or repetitive treatment, only partially-internalized; weak organization and development, some meandering; simple sentences, below-level diction; distracting errors in grammar, mechanics, and usage</p>	<p><b>Acceptable articulation, but could use some sharpening of skill</b></p> <p>Uneven response to parts of the topic; somewhat conventional treatment; satisfactory organization, but more development needed; adequate syntax and diction, but could use more vigor; overall control of grammar, mechanics, and usage, but some errors</p>	<p><b>Solid articulation, with something interesting to say.</b></p> <p>Adequate response to the topic; some depth and complexity in treatment; persuasive organization and development, with suitable reasons and examples; level-appropriate syntax and diction; mastery of grammar, mechanics, and usage, with hardly any error</p>	<p><b>Command-level articulation, making a clear impression</b></p> <p>Thorough response to the topic; thoughtful and insightful examination of issues; compelling organization and development; superior syntax and diction; error-free grammar, mechanics, and American usage</p>

## Research & Documentation

Not Passing 0 POINTS	Not Passing 1 POINTS	Not Passing 2 POINTS	Average 3 POINTS	Above Average 4 POINTS	Superior 5 POINTS
<p><b>Missing Research</b></p> <p>Project shows no evidence of research: citation of sources missing.</p>	<p><b>Inadequate research and/or documentation</b></p> <p>Over-reliance on few sources; spotty documentation of facts in text; pattern of citation errors.</p>	<p><b>Weak research and/or documentation</b></p> <p>Inadequate number or quality of sources; many facts not referenced; several errors in citation format.</p>	<p><b>Adequate research and documentation but needs improvement</b></p> <p>Good choice of sources but could be improved with some additions or better selection; did not always cite sources; too many citation errors.</p>	<p><b>Solid research and documentation</b></p> <p>A number of relevant scholarly sources revealing solid research; sources appropriately referenced in paper; only a few minor citation errors</p>	<p><b>Excellent critical research and documentation</b></p> <p>Critically selected and relevant scholarly sources demonstrating extensive, in-depth research; sources skillfully incorporated into paper at all necessary points; all citations follow standard bibliographic format</p>

## Content: Disciplinary Knowledge & Methodology

Not Passing 0 POINTS	Not Passing 1 POINTS	Not Passing 2 POINTS	Average 3 POINTS	Above Average 4 POINTS	Superior 5 POINTS
<p><b>Absence of Understanding</b></p> <p>Shows no awareness of the discipline or its methodologies as they relate to the topic.</p>	<p><b>Lack of Understanding</b></p> <p>Seems to misunderstand some basic concepts of the discipline or lacks ability to articulate them. Fails to use the appropriate methods to address the topic or misunderstands the methodologies.</p>	<p><b>Inadequate understanding</b></p> <p>Sometimes unclear in understanding or articulating concepts of the discipline. Does not fully understand how to use the appropriate methodologies in studying the topic.</p>	<p><b>Adequate understanding</b></p> <p>Understands basic concepts of the discipline but could express them with greater clarity. Uses at least some appropriate methods of the discipline to analyze the topic.</p>	<p><b>Solid Understanding</b></p> <p>Clear understanding and articulation of concepts with some sense of their wider implications; knows how to use and apply appropriate methods for the topic</p>	<p><b>Insightful understanding</b></p> <p>Clearly understands and articulates concepts of the discipline as they relate to the topic; highlights connections to other concepts; integrates concepts into wider contexts; skillful and critical use of appropriate methods of the discipline for the topic.</p>

## **Appendix G: Thesis or Special Project Release Form**



## Thesis or Special Project Release Form

Holy Apostles requires that student M.A. Theses and Special Projects be approved for dissemination by the content producers and that evidence of this approval be retained in the Academic Office and Library per the following procedure:

1. All M.A. candidates who are granted approval of their M.A. Thesis or special project are required to submit them as follows:
  - 2 print copies (one will be retained in the Office of the Academic Dean; the other will be preserved in the Library)
  - 1 digital copy (to be stored in the M.A. Theses Folder, which is accessible to authorized personnel only, located on the campus server)
  - NOTE: Diplomas will be withheld until all copies of the thesis or special project are received.
2. Digital copies of Theses and Special Projects are made available for circulation by authorized personnel only.
3. By circling “I give” and signing this consent form, you acknowledge that you:
  - authorize and approve of digital release; and
  - understand that the print copy in the Library will be made available for circulation.
4. The Library Director will note on the Library OPAC (Online Public Access Catalog) and the web page for M.A. Theses (<http://holyapostles.edu/content/ma-theses-collection>) if a particular M.A. thesis is also available in digital format.
5. Any Thesis or Special Project that contains an image or photo that is still under two hard copies right must include a letter from the copyright owner indicating permission has been received for reprinting.

Please indicate with your signature below whether you permit your thesis or special project to be disseminated digitally.

**I give / I do not give (please circle one)**

permission for my thesis or special project to be disseminated digitally and understand the possibility that those to whom it is disseminated may make copies.

Name (print): \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Appendix H: Thesis or Special Project Application Form**



## Thesis or Special Project Application Form

Name \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

Area of Concentration \_\_\_\_\_

Proposed Topic or Title \_\_\_\_\_

Proposed Advisor (if any) \_\_\_\_\_

Have you taken, or are you currently enrolled in ENG 891: Academic Research, Design, and Writing?  
 YES \_\_\_ NO \_\_\_

How many credit hours have you completed toward your M.A. at Holy Apostles? Include any credit hours that Holy Apostles has accepted from other institutions. \_\_\_\_\_ [In order to register for the Special Project or Thesis, you must have completed at least 24 credit hours; you may submit this form if you will have completed at least 24 credit hours by the end of the semester after you submit this form.]

Overall GPA in the M.A. program at Holy Apostles \_\_\_\_\_ [You must have a minimum GPA of 3.0 in order to pursue a Special Project or Thesis.]

Have you written a graduate thesis or dissertation in another program in the past? YES \_\_\_ NO \_\_\_ If yes, please submit a copy of that thesis or dissertation with this application form.

Have you discussed this potential Thesis or Special Project with your Proposed Advisor? YES \_\_\_ NO \_\_\_

If YES, then please briefly explain the extent to which you have communicated with your advisor and any mutual understandings that you and your advisor have reached:

\_\_\_\_\_  
 \_\_\_\_\_

Signature (a typed signature is sufficient): \_\_\_\_\_

Date: \_\_\_\_\_