

To meet the college requirement for the senior integrative exercise in the Department of Political Science, a research paper from an already-completed advanced seminar is revised, with approval and guidance of the instructor, who becomes your comps adviser. You also must prepare a poster based on your comps paper, for presentation in a group forum.

### **The Seminar and POSC 400**

If you have already taken an advanced (\*) seminar, approach your professor as soon as possible to discuss your plans for comps. ***Prior approval of the instructor is required for revising the seminar paper for comps credit.*** If you have not yet taken a course that could be used for comps, you need to take an advanced seminar during your junior year or early in your senior year, followed by the paper revision. (See [list of courses designated for comps.](#))

Faculty members have the discretion to occasionally approve a non-designated course (e.g., a 200-level course) as the source of the comps paper (but not replacing the major requirement for 300-level course). Faculty members may also decline a student's request to use a particular seminar paper for the comps project. Please note that some faculty may set prerequisites, including *POSC 230 Methods of Political Research* or other lower level courses, for a seminar in order for it to be considered as your comps paper course. Thus it is very important to discuss your comps plans with the instructor well in advance. After securing instructor approval:

- Notify the department of your plans using the [Comps Plans Form](#).
- During your senior year, register for a total of **6 credits of POSC 400** (followed by section number of your comps paper adviser). These credits may be taken all in one term, or divided between terms, during which you will work on revising your paper under supervision of your comps adviser. When you select POSC 400 to register, choose the number of credits you want. (Express registration bypasses this step, so is not recommended.)

### **The Paper and Poster**

The amount of revision necessary and final length of the paper will be determined in consultation with your comps adviser. The text of the final version must not exceed 30 pages (not including end matter), unless the adviser recommends a longer paper for the topic. The text should have page numbers, be clearly organized and divided into sub-sections through the use of titles and subtitles. Both scientific and literary forms of citation are acceptable. A bibliography is also required. Discuss style with your adviser; you may wish to consult the [APSA Style Guide](#). Please use the [Comps Paper Cover/Permission Sheet](#). It gives the department permission to copy your paper for educational purposes, while you retain copyright.

Copies of past papers that have received Distinction are on file in the department and may be reviewed in the lounge.

The due date for your comps paper (probably the end of the term during which you do revisions) will be determined in consultation with your comps adviser, but must be **no later than May 3, 2019**.

One group poster presentation is scheduled late in each term. Consult with your comps adviser in deciding when to prepare and present your poster.

### **The Grade**

Your transcript will show POSC 400 followed by "CI" (Continuing Integrative) until the department submits all comps grades in mid-May. The grade (*Satisfactory, No Credit, or Distinction*) will then be entered for all 6 credits.

To receive a passing grade, the following three submissions are necessary:

1. A paper copy of the final version of the paper should be handed in to the department office.
2. A digital file of the paper should be emailed as an attachment to [tpeterso@carleton.edu](mailto:tpeterso@carleton.edu).
3. A digital file of your PowerPoint poster should also be emailed to [tpeterso@carleton.edu](mailto:tpeterso@carleton.edu).

Once a comps paper has been submitted for a grade, that paper becomes the paper of record for the purpose of evaluation for department honors. No further substantive revisions will be accepted.

### **Distinction and the Departmental Colloquium**

Students whose papers have been nominated for Distinction are required either to give an oral presentation to faculty and students in the department, or a "closed oral examination" administered by two members of the faculty. In the presentation, students must not only state the findings of their research but also show, in response to questions, that they are able to relate their particular research to broader issues of political science.

To be awarded Distinction in the Major, students must receive both Distinction in the integrative exercise and have a cumulative grade point average of 3.50 in all courses taken in the department.

## Checklist for completing comps in the Political Science Department:

- Take \* seminar (with instructor approval to use as basis for comps) preferably junior year or early in senior year.
- Complete on-line Comps Plans Form [https://apps.carleton.edu/curricular/posc/major\\_req/](https://apps.carleton.edu/curricular/posc/major_req/)
- Register for 6 credits of POSC 400 during senior year (in one term or split between terms). When you select POSC 400 to register, choose the number of credits you want. (Express registration bypasses this step, so is not recommended.)
- Paper due date: Discuss with your adviser (must be no later than the beginning of the 2nd five weeks, spring term, senior year).
  - Bring to Willis 402: One paper copy of your completed comps paper, including bibliography and the signed Comps Paper Permission Cover Sheet found on-line at [https://apps.carleton.edu/curricular/posc/major\\_req/](https://apps.carleton.edu/curricular/posc/major_req/).
  - E-mail comps paper file to [tpeterso@carleton.edu](mailto:tpeterso@carleton.edu) (attached MSWord file or pdf).
- Prepare poster describing your comps project (36"x48" PowerPoint).
  - Submit pdf file to Printing and Mailing Services no less than 3 working days prior to Poster Presentation date.
  - Pick up printed rolled poster (it will cost you \$24) and bring to Willis 402 by 1:00 pm on Poster Presentation day.
  - Attend Poster Presentation (a 1.5-hour event, usually in Great Hall) and explain your project to faculty, students and staff who attend.
  - E-mail poster file to [tpeterso@carleton.edu](mailto:tpeterso@carleton.edu) or bring in on disk.
- After you are notified that you have passed comps, the Library requests that you submit your comps paper to the Library Digital Archiving site at [https://apps.carleton.edu/campus/library/help/help/digital\\_comps/](https://apps.carleton.edu/campus/library/help/help/digital_comps/) and complete the Submission Form. The Archive is meant to be open only to faculty but we cannot guarantee that your work will not be accessed by others.