

*(Instructions: Use this format for proposals to write a Longer Essay, combining the writing requirements for two core and/or elective courses. Submit this memorandum—in hard copy –to the Director of Writing and Research.)*

DATE

MEMORANDUM FOR THE FACULTY RESEARCH PANEL

THROUGH: Director of Writing and Research

FROM: *(Student Name)*

SUBJECT: Proposal— **Longer Paper** Writing Option

I ask that the Faculty Research Panel approve my request to submit an expanded and sequential paper described below to meet the writing requirements for the following two courses:

*(List first course number and title; course director's name; and ask course director to initial this memo.)*

*(List second course number and title; course director's name; and ask course director to initial this memo.)*

Description of Longer Essay: *(Use as much space as necessary to fully describe the proposed project.)*

Subject and/or title:

Thesis question and/or issue to be addressed:

Summary of main ideas and research sources:

Anticipated length: (5000 word limit excluding end notes and bibliography)

**Faculty Approvals:** *(Get approval of Faculty Advisor and identify a Paper Sponsor. Both should initial your memo.)*

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Faculty Advisor:

Paper Sponsor: