

**LOYOLA SCHOOL OF THEOLOGY**  
**M.A. THEOLOGICAL STUDIES COMPLETION GUIDE**

<b>Thesis (6 units)</b>	<b>4 Major Papers (with 2 extra courses)</b>	<b>Religious Education or Ministry Project</b>	<b>Translation</b>
80 – 150 pages shows ability to organize, and articulate research	15 – 30 pages for each paper written for a course; no need to be closely linked; each paper needs approval of professor who signs LST form	80 – 150 pages; effective communication of a particular doctrinal, moral or pastoral response to a contextualized problem	80 – 150 pages; document or significant section of document with critical analysis; Filipino is main language LST can handle
Choose mentor (1 <sup>st</sup> reader), who must sign LST Form; prepare thesis proposal with mentor (Handbook, p. 52); submit proposal to VPAA for defense	Choose overall mentor (2 <sup>nd</sup> reader); signs LST form; write introduction and conclusion under his guidance (no need for thesis proposal)	Choose mentor (1 <sup>st</sup> reader), who must sign LST Form; prepare project proposal with mentor (Handbook, p. 52); defense of proposal	Choose mentor (1 <sup>st</sup> reader), who must sign LST Form; prepare critical introduction with mentor (no need for defense of proposal)
Begin and complete writing with mentor	Complete 4 major papers	Begin and complete project with mentor	Begin and complete translation with mentor
For sems: during 4 <sup>th</sup> yr 1 <sup>st</sup> sem: MA compre, 2 <sup>nd</sup> sem: thesis writing 1 & 2; submit complete work; LST assigns 2 <sup>nd</sup> reader and defense date	For sems: during 4 <sup>th</sup> yr 1 <sup>st</sup> sem: MA compre, 2 <sup>nd</sup> sem: thesis writing 1 & 2; submit complete work; LST assigns defense date	For sems: during 4 <sup>th</sup> yr 1 <sup>st</sup> sem: MA compre, 2 <sup>nd</sup> sem: thesis writing 1 & 2; submit complete work; LST assigns 2 <sup>nd</sup> reader and defense date	For sems: during 4 <sup>th</sup> yr 1 <sup>st</sup> sem: MA compre, 2 <sup>nd</sup> sem: thesis writing 1 & 2; submit complete work; LST assigns 2 <sup>nd</sup> reader and defense date

## PROPOSED TIMETABLE FOR THESIS/EQUIVALENT COMPLETION

	Output: End of 1 <sup>st</sup> Semester	Output: End of 2 <sup>nd</sup> Semester
<b>FIRST YEAR</b>	Familiarization with the theological system	Decide which MA thesis requirement to undertake <u>Thesis/Project/Translation</u> : Begin considering a possible matter or topic and mentor
<b>SECOND YEAR</b>	<u>Thesis/Project/Translation</u> : Tentatively decide on a field of study or topic; choose a mentor, who signs an LST Form; mentor can guide in the choice of topic; prepare thesis/project/ translation proposal with mentor (Handbook, p. 52) Submit proposal to the VPAA by the end of 1 <sup>st</sup> sem 4 Papers: <b>1<sup>st</sup> major paper approved</b> by course professor who signs LST Form	<u>Thesis/Project/Translation</u> : <b>defense of proposal</b> ; begin writing and submitting chapter by chapter to mentor  4 Papers: <b>2<sup>nd</sup> major paper approved</b> and LST Form signed
<b>THIRD YEAR</b>	<u>Thesis/Project/Translation</u> : by the end of 1 <sup>st</sup> sem, should be finished half-way <u>Translation</u> : by end of 1 <sup>st</sup> sem, submit 25-page translation of the required 40-page text 4 Papers: <b>3<sup>rd</sup> major paper approved</b> and LST Form signed; choose 1 overall mentor who signs LST Form; submit to him all papers prepared thus far; revise on the basis of his suggestions	<u>Thesis/Project/Translation</u> : submit whole draft to mentor; revise during the Intersession based on mentor's suggestions  4 Papers: <b>4<sup>th</sup> major paper approved</b> ; prepare Intro and Conclusion, revise 4 papers based on mentor's suggestions; submit whole draft to mentor
<b>FOURTH YEAR</b>	<u>Thesis/Project/4 Papers/Translation</u> : submit complete work to the VPAA; August: enroll MA compre at ADMU; final approval of mentor	<u>Thesis/Project/4 Papers/Translation</u> : January: enroll thesis writing 1 & 2 VPAA assigns 2 <sup>nd</sup> reader, defense panel and date; March: STB comprehensive exams April: thesis/equivalent defense

\* A "major paper" consists of at least 15 pages with proper citation of references, following Turabian, 6<sup>th</sup> edition. It includes at least 1 full page of bibliography listing only the titles actually cited in the paper.