

BCA (Honours) Guidelines for Thesis/Creative Submission

Text should be double spaced with adequate margins. The front pages of the thesis/creative work should follow this order:

1. Title Page with the following: 'Honours thesis/creative work* submitted in partial fulfilment of the requirements for the award of the degree of Bachelor of Creative Arts (Honours) in <state discipline> University of Wollongong'.
 2. Abstract.
 3. Certification:
'I, (full name), declare that this thesis/creative work*, submitted in partial fulfilment of the requirements for the award of Bachelor of Creative Arts (Honours) in the Faculty of Law, Humanities and the Arts, University of Wollongong, is wholly my own work unless otherwise referenced or acknowledged. The document has not been submitted for qualifications at any other academic institution.'
- The Certification should be signed and dated.
4. Table of contents (which should include, where relevant, tables and/or illustrations).
 5. Acknowledgements (optional).

Guidelines for Formal Binding

Formally bound copies of BCA (Honours) work should be presented in the following manner:

- the thesis must be bound in boards, covered with buckram. The thesis may be bound in any colour,
- the lettering on the spine binding must be 10 mm in height and should be 15mm from the bottom and across - UW; 70mm from the bottom and across - the degree; underneath the degree, the original year of submission of the thesis; and evenly spaced between the degree and the top, reading upwards, the name of the author, initials of given name or names first followed by family name;
- no other lettering or decoration is permitted on the spine or elsewhere on the binding;
- in the binding of a thesis which includes mounted photographs or graphs or contains a back pocket, packing must be inserted at the spine to ensure even thickness of the volume;
- the thesis must be presented in a permanent and legible form as original typescript, offset printing, or copy by other approved technique;
- the thesis may be printed on single or double-sided paper.

Requirement for the Title Sheet of written submissions:

TITLE OF WORK

A thesis/creative work* submitted in partial fulfilment of the
requirements for the award of the degree

BACHELOR OF CREATIVE ARTS (HONOURS)

from

UNIVERSITY OF WOLLONGONG

by

AUTHOR'S NAME, DEGREE(S) HELD

FACULTY OF LAW, HUMANITIES AND THE ARTS

YEAR

* Delete whichever is not appropriate.