

**DOMINICAN SCHOOL OF PHILOSOPHY AND THEOLOGY
RESEARCH READINESS PAPER (RRP) REVIEW FORM**

The Research Readiness Paper (RRP) Review is a tool for assessing the student's ability to do graduate-level academic research. It must be completed by the end of the first academic year (not later than the second semester) by all students in an MA program, and all student friars of the Western Province, regardless of program status. The review process involves four steps:

1. The student obtains permission from the course instructor to use an assigned research paper as the RRP. The instructor agrees to complete the second page of this RRP Review Form (see below);
2. The student submits the research paper (15-20 pages in length) to the course instructor PLUS THIS FORM;
3. The professor evaluates the paper in light of the stated objectives of this review form, and returns it to the advisor;
4. The advisor reviews the results with the student.

To the student: At the beginning of the course, inform the professor that you would like to use the paper for that course for the RRP requirement. Fill in the blanks on this side of the form, and submit it with your finished paper. N.B. You must submit this form WHEN YOU SUBMIT THE PAPER, not afterwards. Once the professor has graded a paper it cannot be used as the RRP.

To the professor: Thank you for your willingness to participate in the RRP process for one of our students. Please complete the second page of this form, enter a grade for the paper, When ranking the student in each area, please refer to the "[Rubrics for Institutional Goals](#)." Numbers in brackets refer to relevant DSPT institutional core abilities listed in the rubrics document. Add further comments on a separate page. When done, return the form, along with the paper to the **ADVISOR** (see below) via the GTU intercampus mail.

To the advisor: Once you have reviewed the graded paper and RRP Form, schedule a meeting with the student to discuss the results. A summary of this meeting along with the completed RRP form should be included in the Department discussion of the student. *After your discussion with the student, place this form and a copy of paper in the student portfolio file.*

Name of Student: _____

Email Address: _____ Program: _____ Semester & Year: _____

Course Number & Title: _____

Title of Paper: _____

Length in pages: _____ Date submitted: _____ Course Instructor: _____

Name of DSPT ACADEMIC ADVISOR: _____

Date of discussion with student: _____

Comments to student (use a separate sheet if needed): _____

DOMINICAN SCHOOL OF PHILOSOPHY & THEOLOGY

Research Readiness Paper Review Form

This side to be completed by course instructor

Failure (0)	Barely passing (1.0)	Satisfactory (2.0)	Good (3.0)	Excellent (4.0)	Unable to determine	N/A
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Content

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|--|----|----|----|----|----|----|
| 1. Knowledge of concepts related to the topic under investigation [A.1, A.3] | () | () | () | () | () | () |
| 2. Ability to critically engage the research topic with contemporary issues [A.1-2, B.1] | () | () | () | () | () | () |
| 3. Ability to understand and incorporate Thomistic principles/ideas [A.1, A.3, B.1] | () | () | () | () | () | () |

Research skills

- | | | | | | | |
|---|----|----|----|----|----|----|
| 4. Ability to conceptualize and define the topic [A.1, A.3] | () | () | () | () | () | () |
| 5. Ability to use primary sources [A.2-3] | () | () | () | () | () | () |
| 6. Ability to use secondary or critical sources [A.2, B.1] | () | () | () | () | () | () |
| 7. Ability to use foreign language [A.2, B.1] | () | () | () | () | () | () |
| 8. Ability to analyze differing positions and arguments clearly, fairly and evenhandedly [A.1-2, B.1] | () | () | () | () | () | () |

Presentation and Style

- | | | | | | | |
|--|----|----|----|----|----|----|
| 9. Ability to organize and present topic in a focused manner [A.3] | () | () | () | () | () | () |
| 10. Ability to use proper English grammar, diction, style, and format [A.3] | () | () | () | () | () | () |
| 11. Ability to use proper footnote/endnote or other documentation procedures [A.3] | () | () | () | () | () | () |
| 12. Overall professional appearance of work [A.3] | () | () | () | () | () | () |

Grade for Paper _____

Professor's Name (please print)

Professor's Signature

Date returned to DSPT Advisor