



DEPARTMENT OF THE NAVY
U.S. NAVAL WAR COLLEGE
COLLEGE OF DISTANCE EDUCATION
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NEWPORT, RI 02841-1207

October 5, 2020

College of Distance Education Policy Memorandum 1-20

Subj: DIRECTED RESEARCH PROJECTS

Encl: (1) Directed Research Project Proposal Form
(2) Directed Research Project Grade Sheet

Discussion

1. Students in the Graduate Degree Program (GDP) may elect to conduct a Directed Research Project (DRP) in order to satisfy part (two or three semester credit hours) of their electives requirement. DRPs are independent studies that must be conducted under the sponsorship of a current Naval War College (NWC) faculty member. The term “faculty member” as used here refers to those civilian faculty members employed under the provisions of Title 10 U.S.C., or military officers/civilian government employees assigned to NWC specifically as faculty members. Additionally, contracted adjunct faculty members may sponsor DRPs; however, they must be under contract with the NWC during the entire time the DRP is in progress. DRPs shall support the student’s Area of Study and must be approved by the Dean of the College of Distance Education prior to commencement. Students are limited to conducting no more than one DRP over the course of their Graduate Degree Program.
2. Questions concerning Directed Research Projects shall be addressed to the Graduate Degree Program Manager at gdp@usnwc.edu.

Approval

1. Students are responsible for identifying and securing an appropriate faculty member to serve as their DRP sponsor. The proposal shall be submitted using the DRP Proposal Form, enclosure (1). While brevity is important, the proposal shall be sufficiently detailed so that it is clear what the thesis of the paper is and how the work will support the student’s Area of Study.
2. When the student and his or her sponsor agree on the proposal, both need to sign the proposal form and forwarded it to the Graduate Degree Program Manager with all required attachments. The GDP Program Manager will review the proposal and may ask for amplifying information or modification before forwarding a recommendation to the Dean of the College of Distance Education who will make the final DRP approval determination.

Scheduling

1. DRP proposals shall be submitted to the Graduate Degree Program manager prior to 15 January of the year in which the student will graduate. For students desiring to graduate in a

given year, DRPs need to be completed and submitted (leaving an appropriate amount of time for necessary modification and/or rewrite) such that the sponsor is able to submit his or her recommended grade to the GDP Program Manager no later than 15 April of the year of graduation. Students shall work with their sponsor to develop a timeline that will meet this deadline.

Deliverable

1. The expected student deliverable at the conclusion of a DRP shall be a research paper with a thesis that clearly supports the student's Area of Study (AOS). Moreover, the paper shall represent a substantial piece of critical writing that develops an original argument about an important issue associated with the AOS. It should not just summarize existing literature; neither should the paper consist of a presentation of current or historical fact nor be an opinion essay. The paper should make a new contribution to the literature through research and critical thinking.
2. The paper associated with a three-semester credit hour DRP shall be between 7500 and 9200 words in length. The paper associated with a two-semester credit hour DRP shall be between 5000 and 6200 words in length. The actual word length of the paper is to be determined through use of the word count feature of the most current version of Microsoft's WORD application. The word count shall be exclusive of cover page, bibliography, citations (end/foot notes), captions for any illustrations, and tabular material.

Grading

1. When the DRP paper is completed (original draft and any modifications and/or rewrites directed by the DRP sponsor), the paper (including sponsor feedback/comments) and a DRP gradesheet, enclosure (2), shall be forwarded to the GDP Program Manager. Upon review, the GDP Program Manager will forward the materials to the Dean of the College of Distance Education who will make the final grade determination. DRPs will be graded on a Fail/Pass/High Pass basis. "High Pass" is reserved for those papers that with only minor editing would be considered appropriate to be published in a major peer-reviewed journal. The Dean may require additional work or modification be conducted before awarding a passing grade. A grade of "Fail" will result in no credit awarded. In those cases, the student will not be allowed to conduct additional DRP work.
2. Upon receipt of the final DRP grade from the Dean of the College of Distance Education, the GDP Program Manager will cause the grade to be entered into the student's record and the endorsed gradesheet forwarded to the DRP sponsor for record purposes.



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