

Exam regulations for take-home essays - bachelor students

SOSANT2xxx Advanced bachelor course:	Take-home essay Time frame: the number of days/weeks from the day the essay is assigned to the due date will vary from course to course and from semester to semester. Essay length: minimum requirement 2,900 words – maximum length 4,400 words (including cover page and foot- or endnotes). The list of works cited may not exceed 1 page and is not to be included in the total number of words.
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General guidelines for take-home essays

Essays must:

- be type-written
- have numbered pages
- have a font size and line spacing which makes it easy to read
- have a cover page which specifies:
 - total number of words
 - the course code and title
 - which question you have chosen to answer
 - semester and year
 - your candidate number in the upper right-hand corner. Do **NOT** write your name on your essay! Your candidate number can be found via StudentWeb.

Essays which do not meet the requirement for the minimum number of words or which exceed the maximum number of words will not be accepted.

You must turn in **three copies** of your essay which meet the requirements specified above.

Every copy of your essay must be **stapled** together.

One signed copy of the declaration of sources must be turned in together with your essay. Do not attach this form to your essay.

The declaration may be downloaded from the following site:

<http://www.uio.no/studier/program/sosant/> (look under *Eksamen*)

The exam paper must be written in accordance with the guidelines in

http://www.sv.uio.no/english/academics/use_of_source.html

The exam essay must be written in accordance with University regulations. Exam papers not written in accordance with University regulations may be subject to charges of cheating. Please

see “Retningslinjer ved behandling av fusk/forsøk på fusk til eksamen”, Reglementshåndboken,
3.3.2.: http://www.sv.uio.no/english/academics/academic_misconduct.html