

Master Thesis Approval Form

A Master Thesis is a comprehensive, original, analytical or critical individual research project under the supervision of a full-time faculty member. Topic and unit credit must be approved in advance by the supervising faculty member and the Director of Graduate & International Programs. The Master Thesis is taken for a letter grade. This form must be completed and submitted to the Registrar's Office before a student will be allowed to register for the Master Thesis.

Part I: To Be Completed by the Student

Name _____ Student ID (988/989) No. _____
PRINT Last First Middle

Address _____ Phone _____
PRINT Street City Zip

I hereby petition to enroll in a Master Thesis for:

___ three graded units ___ four graded units
___ five graded units ___ six graded units

During the: ___ Fall ___ Spring ___ Summer Semester Year _____

To be supervised by Professor _____

Describe content briefly: _____

Part II: Technical Requirements for a Master Thesis (To Be Completed by the Student)

A. Format

The following format should be observed:

1. The thesis must conform to the following format:

- Double spaced
- 12-point font
- One-inch margins
- 9" x 11" (letter-size) paper
- Footnotes, not endnotes

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2. The title page should include: the title of the paper, student's name, supervising professor, and date submitted (month and year).
3. Following the title page, there should be a one-page abstract (summary description) of the thesis.
4. There should be a table of contents on a separate page following the abstract.
5. The paper should include a complete bibliography of sources cited and consulted.
6. The expected length for the text of the thesis is 30-40 pages inclusive of footnotes (3 credits). The length of theses for more than 3 units will be determined by the thesis supervisor, but should be at least 50 pages.

B. Deadlines

It is the student's responsibility to ensure that the outline, drafts, and final project are completed by the following deadlines:

_____	by _____
_____	by _____
_____	by _____
_____	by _____

(work to be completed) (due date)

Part III: To Be Completed by a Full-Time Faculty Member

I agree to supervise this Master Thesis for:

___ three graded unit	___ four graded units
___ five graded unit	___ six graded units

Signature _____ Date _____

Part IV: To Be Completed by Director of Graduate & International Studies

Approval is granted for enrollment in this Master Thesis for _____ unit credits.

Signature _____ Date _____