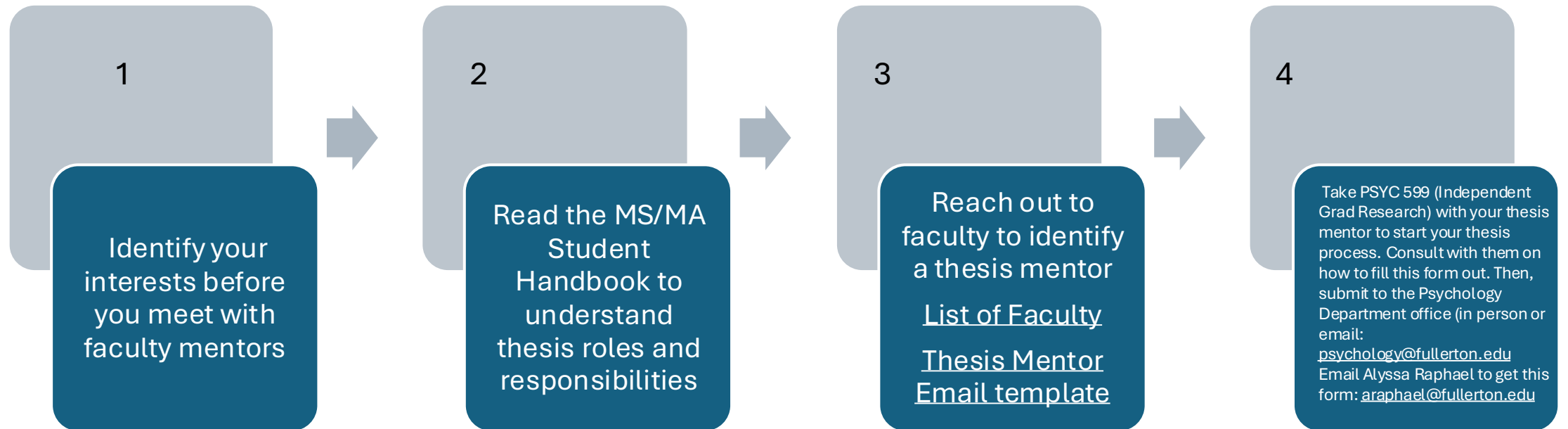
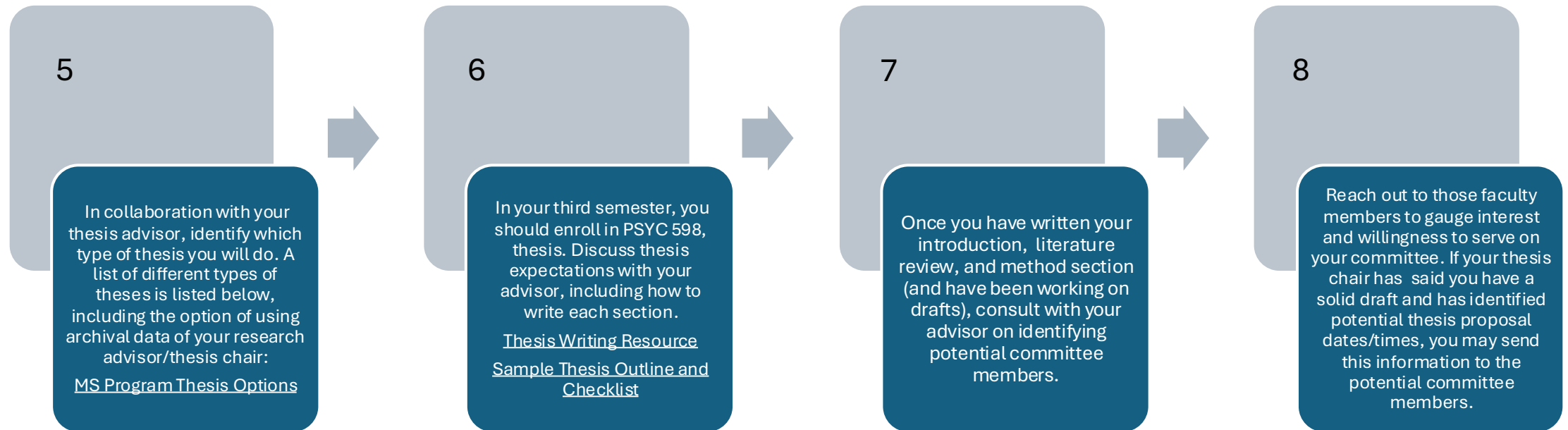


# **Thesis Proposal**

# Thesis Proposal Process



# Thesis Proposal Process



# Thesis Proposal Process

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Communicate with Alyssa to let them know you plan to propose. Send title, abstract, committee member information, and proposal meeting information to Graduate Programs Coordinator Alyssa Raphael at least one week before the proposal (they will send an announcement to faculty). Alyssa will send you a signature page that you will need to coordinate faculty signatures after your proposal.

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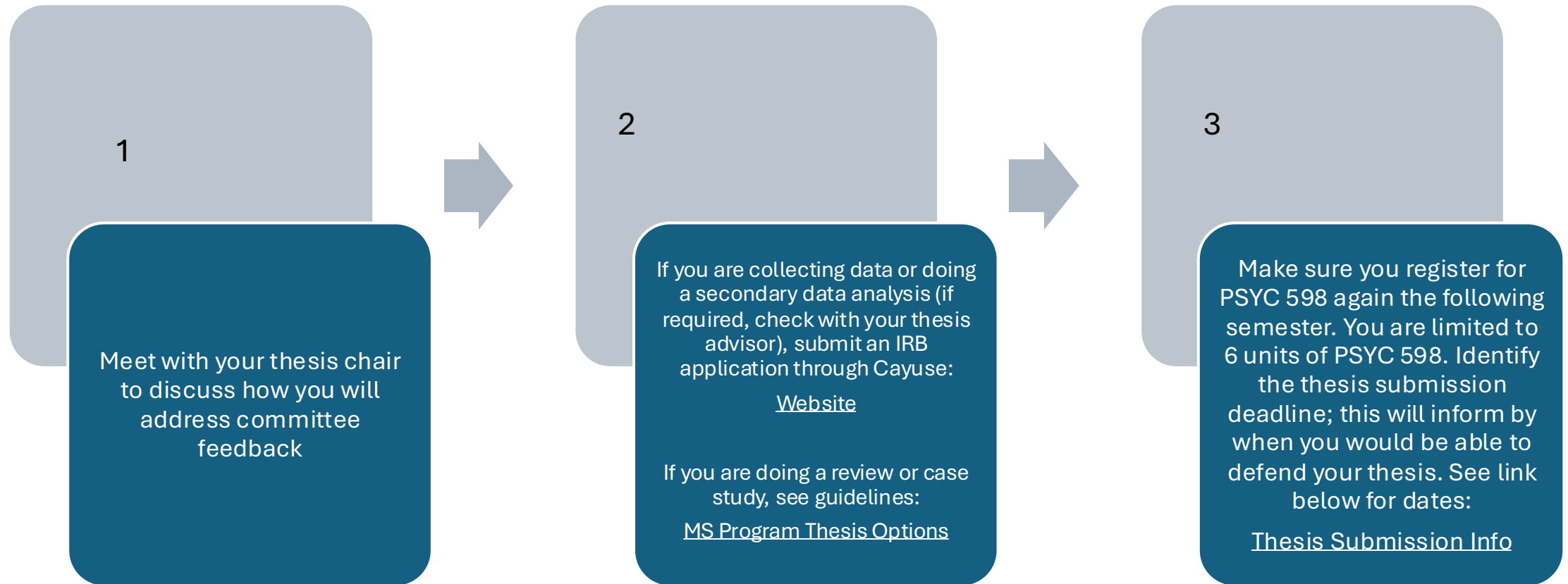
You **MUST** send your proposal to your committee members 14 calendar days (Monday-Sunday) before the proposal date. You will then Propose your thesis, see page 15 of MS thesis manual for possible outcomes.

11

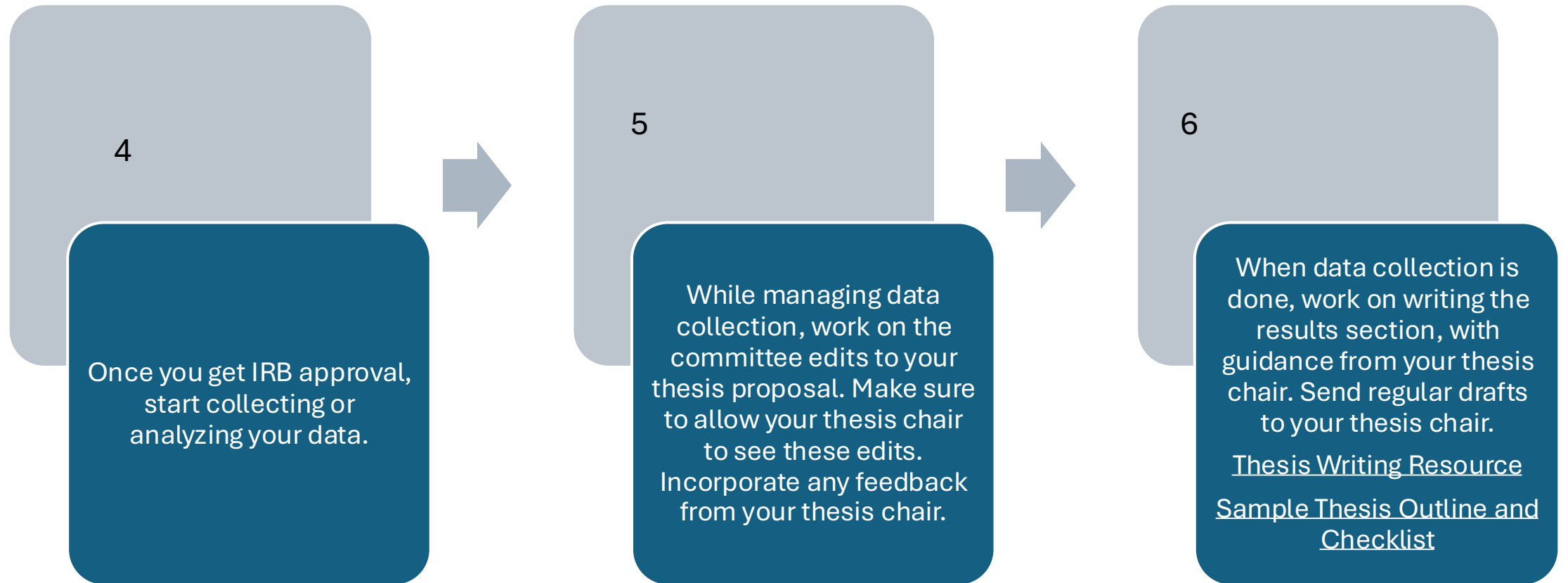
The student needs to collect all faculty signatures via the PDF template provided by Alyssa. After you get all committee members' signatures, turn it in to Alyssa via email for filing: [araphael@fullerton.edu](mailto:araphael@fullerton.edu)

# Thesis Defense

# Thesis Defense Process



# Thesis Defense Process



# Thesis Defense Process

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Once your chair approves and finalizes your thesis defense document, make sure this document is formatted according to the thesis format of the Office of Graduate Studies. Also, identify potential dates/times for thesis defense. Please note, not all faculty will work during the summer/available for a summer defense, so please take this into consideration. Read thesis defense role and expectations here (page 17), including possible outcomes:

[Thesis Template](#)

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Once you have dates for a defense, you MUST send the university-formatted thesis document to your committee members 14 calendar days (Monday-Sunday) before your defense. Also, send title, abstract, committee member information, and meeting information to Graduate Programs Coordinator Alyssa Raphael at least one week before defense (she will send announcement to faculty): [araphael@fullerton.edu](mailto:araphael@fullerton.edu)

You do not need to coordinate faculty signatures for the thesis defense (Office of Graduate Studies does this).

Make sure you give yourself enough time to incorporate committee edits into your thesis document for the thesis submission deadline of the Office of Graduate Studies, see dates below:

[Thesis Submission Info](#)

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Once you have incorporated edits from the committee, submit your thesis document to the university by the submission deadlines. If you want/need to take further units while you are completing your thesis (or miss the deadline), you should sign up for 599 CR/NC. If you are done with taking coursework, then sign up for GRAD 700 to keep enrollment in the program current. This has no unit value and is much less expensive than registering for classes. However, students may not be able to obtain financial aid if they are not taking units. Final signatures are collected by the Office of Graduate Studies (not the student)

[University Thesis Manual](#)

[Thesis Submission Form](#)