
APPROVAL OF PROSPECTUS FOR MASTER'S THESIS OR PROJECT
MA/MS Interdisciplinary Studies Program

THIS FORM MUST BE ON FILE WITH THE GRADUATE SCHOOL **PRIOR** TO REGISTRATION FOR THESIS OR PROJECT UNITS. THE APPROVED PROSPECTUS MUST BE ON FILE WITH THE COMMITTEE CHAIR.

Candidate _____ Student ID# _____

Street Address _____ E-Mail _____

City/State/Zip _____ Telephone _____

Thesis _____ (or) Project _____ Number of Units _____ Tentative Completion Date _____

1. Does your proposed research involve the use of human subjects (i.e., Will you collect data from people or record information about people as part of your research)?

(Student must initial) Yes _____ No _____

2. Does your proposed research involve the use of live vertebrate animals?

(Student must initial) Yes _____ No _____

3. Does your proposed research involve the use of radioactive or hazardous waste materials?

(Student must initial) Yes _____ No _____

If your research involves human subjects, you must obtain approval from the University's Institutional Review Board for the Protection of Human Subjects in Research before collecting any data. Research involving live vertebrate animals must be reviewed and approved by the Animal Welfare Committee. Radioactive or hazardous waste materials research must be reviewed and approved by the University Risk Management Officer. If you conduct your research without obtaining the appropriate approval, your thesis or project may be rejected and further academic disciplinary actions may apply.

Contact the University Institutional Review Board (209) 667-3784 or MSR 160 to file an IRB protocol, enter the date of IRB approval below and obtain the signature of the IRB official.

Date of approval to proceed with data collection: ___/___/___ Authorizing official: _____

Signatures indicate that Committee members have read and approved the prospectus:

Chair: _____ (please print) _____ Signature _____ /___/___ Date

Member: _____ (please print) _____ Signature _____ /___/___ Date

Member: _____ (please print) _____ Signature _____ /___/___ Date

Director, Interdisciplinary Studies Program

Date of Approval

PROSPECTUS GUIDELINES FOR THESIS OR PROJECT

~~~ *pro-spec'-tus*: A statement outlining the main features of a new work or business enterprise ~~~

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The following are guidelines for preparing a prospectus for a thesis or project as part of the requirements for the Interdisciplinary Studies program. Because each MA/MS Interdisciplinary Studies program is unique, students should confer with their major advisor for ensuring the format for the prospectus meets the advisor's requirements.

### **THE FOLLOWING STEPS MUST BE COMPLETED PRIOR TO ENROLLING FOR THESIS OR PROJECT UNITS:**

1. Discuss the thesis or project idea with your Committee.
2. Develop a prospectus of your thesis or project.
3. Secure signatures of approval from the members of your Master's Committee. The "Approval of Prospectus for the Master's Thesis or Project" form is available at [http://www.csustan.edu/Graduate\\_School/Pages/Admissions-Publications-Forms/index.html](http://www.csustan.edu/Graduate_School/Pages/Admissions-Publications-Forms/index.html)
4. File your prospectus with your Committee chair.
5. Submit the approval form to the Graduate School for approval prior to registration for thesis or project units. Distribution will be made following the approval of the IS Program Director.
6. Register for thesis or project units using the special registration form which is available in Enrollment Services.

#### *Prospectus for a Thesis*

- *Statement of the Problem.* Provides a frame of reference of context for the problem and introduces major concepts to be studied.
- *Significance of the Problem.* Indicates the importance, relevance, or value of the study with regard to practice, theory, or both.
- *Literature Review.* Expands upon the background and context of the thesis topic in order to define the problem more fully and to provide a justification for the research.
- *Methods.* Describes approaches and interpretive practices appropriate to the disciplines organizing thesis research. These are methods that will be employed in the thesis itself and may include considerations of study design, data collection, and reporting of results.
- *Style Manual.* Identify style manual to be followed.

#### *Prospectus for a Project*

- *Justification for the Project.* A statement which indicates the significance of the project and its importance to the field of study.
- *Statement of Objectives.* A statement of the questions to be answered by the investigation, activities to be completed, or a description of the theoretical model to be developed.
- *Review of Literature and/or Related Works.* A description of literature or other works related to the project, such as theatrical productions, musical pieces, artworks, etc.
- *Project Implementation.* Description of methods, means, and other considerations related to completion of the project's objectives.
- *Style Manual.* Identify style manual to be followed.

The thesis or project must be completed in accordance with University Guidelines. Copies are available on the Graduate School web site <https://www.csustan.edu/grad/thesisdissertation-information>.