

### Core Areas of Study Program – Thesis Option

Timeframe	Required Activities
Upon program acceptance	Student is assigned a Faculty Advisor in his/her Core Areas of Study by the Graduate Program Coordinator.
1st semester	Student declares as a thesis student.
By the end of the 1st semester	Student chooses a Thesis Advisor. The Thesis Advisor will serve as the student's principle advisor during the thesis process, and will keep the Graduate Coordinator informed of the student's progress.
2nd semester	Student and Thesis Advisor select two additional members for the student's thesis committee, both of whom must be members of the graduate faculty. One member of the committee may be selected from outside the department, when appropriate. The thesis committee provides guidance to the student throughout the production of the thesis.
	Student and Thesis Advisor submit a completed <a href="#">Master's Supervisory Committee Form</a> to the Graduate Coordinator, who seeks formal approval by the Graduate Dean (see Appendix A-4).
	Student and Thesis Advisor conduct a preliminary meeting with the thesis committee regarding the student's research topic and possible research question.
Early in 3rd semester	Student and Thesis Advisor conduct a thesis committee meeting, where the student submits and defends the thesis proposal.
	Student submits appropriate paperwork to IRB if thesis research includes human or animal subjects.
Early in 4th semester	Student checks the Graduate School defense deadlines that must be met in order to graduate at the end of the semester.
	Student submits notice of Intent to Graduate form with the Graduate School (usually about a month and a half prior to graduation, see <a href="#">the Graduate School's calendar</a> ).

4th semester	Student collects and analyzes research data and writes thesis.
	Student schedules defense to meet Graduate School deadlines and notifies Human Development and Family Studies Graduate Program Coordinator and department Administrative Assistant.
	Student defends thesis. The student's defense will be evaluated as pass, conditional pass (student passes only when certain additional requirements are met), or fail. The student must attain an evaluation of pass to receive the M.S. degree.
At least two weeks prior to Commencement	Student submits binding-ready copies of the thesis to the Graduate School, ensuring there is a copy for the department, one for any committee member who wants a hard copy, and as many as the student wishes for personal use. See <a href="#">guidelines for electronic thesis</a> .

Note: This is the ideal time line in practice, it is possible that some students will take longer than two years to complete the program.