

Application to Initiate Thesis or Dissertation



For DIS/EdD students: Submission of this form represents a student's request to move out of the official dissertation proposal stage. The student will have completed their proposal, received proposal approval by both first and second readers, and have successfully passed the comprehensive exam. [The student will sign the application and secure the signature of the second reader and then return it to the DIS/EdD director or assistant.] The signed form will be returned to the student, reflecting approval for the student to continue his/her dissertation research and writing.

For DMin students: Submission of this form represents a student's request to move out of the official dissertation proposal stage. This should be submitted together with Parts 1 and 2 of the dissertation (which constitutes the official dissertation proposal), and a completed Completion Calendar. If the proposal draft is approved by a student's First and Second Readers, the requisite signatures will then be collected by the DMin Director or Asst. Director and the signed form will be returned to the student, reflecting approval for the student to continue his/her dissertation work.

For ThM students: Submission of this form initiates enrollment in RE 602 and should be accompanied by a completed thesis proposal. If the proposal is approved by a student's First and Second Readers, the requisite signatures will then be collected by the Th.M. Director and the signed form will be submitted to the registrar.

Full Name (please print clearly) _____ **Student ID** _____

Program: DMin DIS EdD ThM

Name of First Reader _____ **Name of Second Reader** _____

Thesis/Dissertation Title _____

Thesis/Dissertation Start Date _____ **Anticipated Completion Date** _____

By signing below, I declare that I understand that it is my responsibility to initiate interaction with my program director and readers throughout the thesis/dissertation research and writing process. I have received the appropriate program handbook, completion calendar, and format guide. It has been explained to me that the final two semesters are critical and I agree that the submission deadlines are mandatory to finish my work by the proposed completion date noted above. By submitting this application, I am authorizing on-going automatic registration each consecutive semester until I have completed the entire thesis/dissertation process, and I agree to pay the appropriate tuition for such registrations.

Signature _____ **Date** _____

Office Use Only

Program Director Signature _____ **Date** _____

First Reader Signature _____ **Date** _____

Second Reader Signature _____ **Date** _____

Completed form to be distributed to: Student Program Director, First Reader, Second Reader, Office of Academic Affairs, Faculty Administrative Assistant, Registrar, Assistant Registrar, Library