

Thesis Proposal Meeting

General Information

Student Name: _____ UNM ID #: _____

Concentration: _____

Date of Meeting: _____

Thesis Committee

Chair: _____ Member: _____

Member: _____ Member: _____

See Thesis Committee composition on back of page. Please notify the Academic Advisor if there are any changes to the committee structure after your proposal and before your defense.

Committee Meets requirements set forth by OGS? Yes No

Thesis Title/Topic

Thesis proposal Approved? Yes No (if no, please comment below)

Comments/Changes

Signature of Committee Chair

Date

Plan I Requirements

1. A minimum of 24 hours of course work, with a minimum of 15 hours in the major field.
2. A minimum of 6 hours of 500-level course work.
3. A maximum of 6 hours in “problems” courses and a maximum of 5 hours of workshop credit.
4. Six hours of Thesis (599) credit.
5. Approval of a Program of Studies
6. Completion of a master’s thesis (see policy below)

Master's Thesis Committees:

1. A minimum of three members approved for committee service
2. Two members must be in Category 1 or 3
3. The chair of the committee must be in Category 1, or 3 if within the student's major.
4. One member must be from Category 1

No more than one voting member can be in Category 4

The Master's Thesis

Each candidate for a Plan I master’s degree must submit a thesis that demonstrates evidence of the ability to do sound research. The student’s thesis committee and the Dean of Graduate Studies must approve the thesis. The student is responsible for providing each member of the committee with a complete draft of the thesis in ample time for review prior to the defense.

Thesis (599) Credit

Plan I students must complete a minimum of 6 hours of thesis (599) credit and only 6 credits may be applied to the program of studies. **Once initiated, continuous enrollment (Fall and Spring semesters) in thesis (599) is required until the thesis is accepted by the Dean of Graduate Studies.** Students who complete degree requirements during a summer session must be enrolled in a minimum of 1 thesis hour. This rule applies whether or not the student is concurrently enrolled for other credit hours. Students who have enrolled in 599 and subsequently stopped enrollment for one or more semesters (not including summers) must follow the procedures listed under “Reinstatement Policy” previously given in this catalog ([Procedures for reinstatement](#) are available on the [OGS website](http://www.unm.edu/grad) (<http://www.unm.edu/grad>).

Announcement of Final Exam for Thesis

At least two weeks before the final examination is held, and no later than November 1 for Fall, April 1 for Spring or July 1 for summer, the major graduate unit must notify the OGS of its scheduled date by submitting the appropriate announcement form. **Students must have an approved Program of Studies in order to eligible to defend their Thesis.**