MA in Media Studies

THESIS PROPOSAL TIMELINE
FALL 2017 and SPRING 2018

What follows is a recommended schedule that we hope will enable you to meet the **fixed and final semester deadlines** for complete, approved thesis proposals at the start of the 15th week of the semester. **Note that the weeks of Thanksgiving in the Fall and Spring Break in the Spring are skipped in the 15 week count** You and your advisors can work together to develop your own timeline, provided that you still adhere to the final deadline.

**The completed proposal deadlines are:**
- Fall 2017 (F): Monday, Dec 11, 5pm
- Spring 2018 (S): Monday, May 7, 5pm

**Weeks 1 - 6**
- F: August 28 - Oct 6 / S: January 22 - March 2
  - Work with your thesis committee regularly to discuss development and revisions.

**Week 7 (or earlier)**
- F: October 9 - 13 / S: March 5 - 9
  - The Primary Advisor deems your proposal ready for review by the Second Reviewer; you submit the proposal to the Second Reviewer for his/her comments.

**Week 8 (or earlier)**
- F: October 16 - 20 / S: March 12 - 16
  - You, your Primary Thesis Advisor, and your Second Reviewer schedule a Thesis Proposal Review Meeting. During that meeting, the Second Reviewer provides feedback and all present establish a plan for revision.

**Week 10 (or earlier)**
- F: Oct. 30 - Nov. 3 / S: April 2 - April 6
  - You make the requested revisions, and the Primary Advisor approves the complete, fully revised proposal. You collect signatures from both committee members.
  - **The Department cannot collect signatures on your behalf.** Off-site students and students working with off-campus advisors should make special arrangements to obtain the requisite signatures via email and/or fax. Please ask advisors to submit this documentation to you – not to the Department; you must then include the documentation with your complete proposal.

**Week 15 (or earlier)**
- F: December 11 / S: May 7

**Registration for the following semester:**
You register for Thesis Tutorial Lab when your completed and approved Proposal is submitted (the lab a 1-credit onsite/online class that meets every other week – please check the semester CourseGuide for schedule) for the following semester. **This may be done during early registration if your proposal is complete then**