



SOCI 299 CONTRACT FOR M.A. THESIS REQUIRED FOR PLAN A

Department of Sociology and Interdisciplinary Social Sciences, One Washington Square, San Jose, CA 95192-0122

Name (Last, First): _____, _____

SJSU ID: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone No: _____ Alternate Phone No: _____

Emergency Contact (Name/Relationship): _____ Phone: _____

SOCI 299 – Indicate # of units desired (1-6)

Prerequisite: Consent of thesis committee chair and approval by graduate advisor or department chair.

Form must be accompanied by signed Master’s Essay Intention form.

This form may only be signed by the chair of the thesis committee after the thesis proposal has been defended or approved by the committee. Valid for 2 years before an extension petition is needed. Thesis chair can report a RP grade as the semester grade. When the thesis is done and approved by the committee to go on to Graduate Studies, the committee chair will clear the RP with a CR grade.

Briefly describe the nature of the project discussed with and *approved* by your professor/honors thesis chair:

List other thesis committee members: _____

Faculty supervising a Master’s Thesis must be available on a limited basis during summer session to allow student to meet university deadlines for thesis submission for summer of for fall graduation.

Signatures Required:

Student's Signature/Date

Professor's or Thesis Chair's printed Name/Sig/Date

ATTENTION STUDENT: To register for the SOCI 299 course, please submit this completed form to the Department Office for Sociology and Interdisciplinary Social Sciences in Dudley Moorhead Hall 241 to get the proper course code and permission code – sent to you via email within 5-7 business days from the date of submission.

For Office Use Only:

Section # _____ Course Code _____ Permission # _____

Instructor: _____ Semester: _____

SOCIOLOGY MASTER'S THESIS INTENTION

This form must be completed and thesis proposal defended before the Graduate Advisor's approval.

Student Name: _____ Student ID: _____

You must be done with the comprehensive exams in Theory _____ and Methods _____.
Date passed Date passed

I. Consult with the Graduate Advisor about your proposed thesis before selecting and approaching faculty to service on your committee.

Graduate Advisor's Comments & Signature: _____

Signature: _____ Date: _____

II. Approach faculty about serving on your thesis committee: The chair of your committee must be an active faculty member, either tenured or tenure-track. They cannot be on leave at the time you expect to submit your thesis to graduate studies.

By signing, committee chair and members agree to be available during summer session if necessary for student to meet Graduate Studies' summer deadlines.

Committee Chair Name: _____

Signature: _____ Date: _____

Committee Member Name: _____

Signature: _____ Date: _____

Committee Member Name: _____

Signature: _____ Date: _____

Methodological Consultant (Name): _____

*Signature: _____ Date: _____

**signature indicates approval of research method*

III. In consultation with your thesis chair, prepare a proposal outlining your planned thesis and deliver it to the committee by the due date. Schedule a meeting with the committee to defend the proposal (at least a week after delivering the proposal). **Submit request for Human Subjects Approval to Graduate Studies.**

Thesis Proposal Due(Date): _____ **Proposal Defense Meeting (Date):** _____

Proposal Accepted (Date): _____ Signature of Thesis Chair: _____

Human Subjects Approval/Waiver requested (Date): _____

Thesis Title (can be a working title): _____

Brief Description: _____

Acknowledgement by Graduate Advisor

Signature: _____ Date: _____

IV. Final Steps to completing Thesis: a.) Don't forget to file for graduation. Check Grad Studies website for deadlines for graduation application and submitting thesis. b.) Schedule thesis defense meeting with thesis committee after work on thesis is completed and approved by thesis committee chair. c.) After your thesis defense, if the committee approves the thesis, the committee chair will report a CR for your 299 units and the department will submit the Culminating Experience Verification form.