

THESIS/DISSERTATION PROCEDURAL CHECKLIST  
THE GRADUATE SCHOOL VALDOSTA STATE U



of an individual inappropriate for your project. You need to consult your major professor for this and most other decisions pertaining to your research project.

Make sure that all members of your committee are members of the . Submit signed thesis and dissertation committee appointment forms at least three semesters in

At this point, you will prepare a formal proposal for your committee to approve. Check with your committee chair to determine what style or form to use for the proposal. When submitting your formal proposal and, indeed, when submitting any element of your project, you must make sure that the document is formatted properly, typed, free of grammatical and spelling errors, and well organized. Your committee is there to assist your intellectual growth, and to serve as basic proof readers and assist with editing your work as needed. The purpose of the proposal is to offer your committee evidence of the significance and rationale of the proposed study, the philosophical or theoretical knowledge base within which the topic is developed, the methodology or procedures to be employed, and the anticipated implications of the fi

committee needs to be involved in the review of all completed work. The committee members will establish a procedure that you should follow, and it may vary from person to person. It is your responsibility to determine the role each member of your committee wishes to play and adjust your plans accordingly.

In consultation with your committee, the chair will determine when the document is ready to



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