

Thesis (Professional Practice Report) Proposal Review Process

1. Please download and complete one copy of the "Thesis (Professional Practice Report) Proposal Review Application Form" from the department's website under the "Academic Ethics Courses/Degree Thesis Related Application Procedures" section. Obtain the signature of your advising professor and provide a list of at least three potential review committee members from within the university (excluding the advising professor). After obtaining the signatures of the potential committee members, submit the form along with one prepared "Thesis Proposal (Professional Practice Report) Draft" to the department office.
2. The "Thesis (Professional Practice Report) Proposal Review Application Form" will be reviewed and endorsed by the group convener of the master's and in-service master's programs within the department, who will select two review committee members. After approval by the department's executive director, the department office will notify the student to collect one photocopy of the "Thesis (Professional Practice Report) Proposal Review Application Form." Students are also required to prepare three copies of the "Thesis Proposal Draft" and complete three copies of the "Thesis (Professional Practice Report) Proposal Review Form," which can be downloaded and filled out. These documents should be submitted to the review committee members and the advising professor for evaluation.
3. After the committee members and the advising professor have conducted their reviews, the department office will notify the student to collect three copies of the "Thesis (Professional Practice Report) Proposal Review Form." Students are required to revise the content of the thesis proposal based on the feedback provided by the committee members and the advising professor. Additionally, students should download and complete one copy of the "Thesis (Professional Practice Report) Proposal Review Response Form." Along with the revised thesis proposal (Professional Practice Report) and three copies of the "Thesis (Professional Practice Report) Proposal Review Form," these documents should be submitted to the department office.
4. The "Thesis (Professional Practice Report) Proposal Review Response Form" will be reviewed and confirmed by the advising professor, group convener, and executive director. The department office will then notify the student of the results of the thesis proposal review.