

MASTERS THESIS TRACK TIMELINE

Progress	Recommended Deadline [Dates in brackets using <i>example</i> Defense date of May 2 nd]
Select thesis Chair and think about topic	Beginning of semester prior to Defense [e.g. Aug.]
Select committee	Beginning of semester prior to Defense [e.g. Sept.]
First draft of Masters Thesis Proposal* to your chair	Eight months prior to Defense [e.g. Oct. 1 st]
Final draft of Thesis Proposal to all committee members	Seven months prior to Defense [e.g. Nov. 1 st]
Complete research	[November, December, January, February]
Write first draft of Thesis	[March]
Full draft of Masters Thesis to your Chair	Eight weeks prior to Defense date [e.g. March 7 th]
Revise thesis to incorporate your Chair's comments . Then confirm with chair that thesis is ready to send to rest of committee. Send it to rest of committee	Six weeks prior to Defense date [e.g. March 21 st]
Revise thesis to incorporate all of the committee's comments .	
Find a tentative Defense date and time that works for everyone on committee	Four weeks prior to Defense date [e.g. April 4 th .]
Send revised (near final) draft of Masters Thesis to all committee members	Three weeks prior to Defense date [e.g. April 11 th .]
Receive feedback from committee on (near final) draft. Committee will let you know at this point if the thesis is close enough to defend (need all three members' to be in agreement).	Two weeks prior to Defense date [e.g. April 18 th]
Re-work to incorporate remaining committee feedback	
Distribute final version to committee	One week prior to Defense date
Defend Masters Thesis	Defense date [e.g. May 2 nd]

*The Thesis Proposal should be approximately 10 pages in length, laying out your research question and proposed methodology. A focused literature review should also be included. Please see **Masters Thesis Proposal Outline** on our website for specifics