MEMO

To: All First-Year Graduate Students in Department of Psychology

From: Roger N. Reeb, Ph.D.
Director, Graduate Programs in Psychology
Director, Clinical Psychology Graduate Program

RE: Goals for Completing Components of the M.A. Thesis

The purpose of this memo is to recommend goals regarding the completion of different components of the M.A. thesis. In your first orientation meeting, I presented these goals to you, and I indicated that I would follow-up with a written memo.

GOAL 1: By October 20th, establish an M.A. Thesis Chair and identify the general topic of your thesis

Comment: To establish an M.A. Thesis Chair, you should begin by reviewing faculty members’ research interests and set up meetings with those who have research interests that appear to coincide with your own. When it becomes evident that there is an appropriate “match,” then you should ask the faculty member if he or she would be willing to serve as your Thesis Chair for a particular topic area. If he or she agrees, then this task is completed. You should begin this process immediately. Do not procrastinate! Once this is finalized, please send an email to me indicating that the task is completed, and please remember to copy (“cc”) your newly-established Thesis Chair on the email.

GOAL 2: By the end of the fall semester of your first academic year, develop a tentative title and outline for your thesis proposal

Comment: Regarding the scope and level of detail of the outline, you should work with your Thesis Chair in making decisions on such issues. Once you have completed this task, provide me with an update via email, and copy (“cc”) your Thesis Chair on the email.

GOAL 3: By the end of the spring semester of your first academic year, complete and successfully defend the thesis proposal

Comment: Your Thesis Chair will be able to explain the specific tasks that you need to complete in order to accomplish this goal. When the goal is accomplished, send me an email to let me know that you have successfully proposed your thesis, and remember to copy (“cc”) your Thesis Chair on the email.

GOAL 4: By the end of the fall semester of your second academic year, complete data collection for your thesis project

Comment: Once you complete data collection, let me know via email, and remember to copy (“cc”) your Thesis Chair on the email.

GOAL 5: By the end of the spring semester of your second academic year, complete and successfully defend the thesis project

Comment: Once you successfully defend your thesis, let me know via email and copy (“cc”) your Thesis Chair on the email.