

Master's Research Proposal Procedures 2019-20

All MS students must submit an approved formal research proposal describing the thesis/practicum project. The research proposal is an outline of the thesis/practicum project. It must include a summary of the proposed project, the hypothesis to be investigated, significance of the project, research design and methodology to be used, and a review of the salient literature that supports or opposes the hypothesis and potential limitations. To take advantage of the advisory committee's expertise and advice, and to clearly define the project and the committee's expectations, it is imperative that the student meet with his/her advisory committee before preparing the research proposal.

Clinical Research Management students are required to submit the research proposal by the middle of the second month of the internship practicum. Biotechnology students are required to submit the research proposal before the end of the fall semester during the second year of study. Forensic Genetics students are required to submit the research proposal at the end of the first week of the internship.

All other MS students are required to submit the research proposal before the end of the second year of study. The research proposal is a prerequisite for Thesis (BMSC 5395). A master's proposal must represent original research, not necessarily generated by the student, and must be written by the student. The student may seek guidance from the advisory committee members, including the major professor, during the writing process. Procedures for the research proposal are as follows:

- 1) The student must hold an advisory committee meeting to discuss the proposal preparation and appropriate date. At this meeting, the student should identify a funding agency format which the committee approves and follow the requirements for that agency. At the completion of the proposal defense, students are encouraged to submit their proposal for funding on the recommendation of the advisory committee.
- 2) The student must prepare a Notice of Research Proposal Seminar and Defense, including securing a room reservation and securing signatures of committee members establishing a date and time for the seminar and defense. This form is to be submitted to the GSBS no less than 30 days prior to the event date to allow time to sufficiently publicize the proposal seminar.
- 3) A final draft of the research proposal must be provided to the advisory committee members, after the approval of the major professor, no later than 14 days prior to the proposal defense.
- 4) The student will conduct a public seminar presentation of the research proposal. Following the seminar, the committee will convene privately to discuss the student's seminar performance and the procedures for the defense examination. Following the defense examination, the committee will meet without the student to discuss their evaluation and prepare a written summary. The committee will then discuss the evaluation summary with the student.
- 5) Two attempts are allowed to satisfy the requirement to file an approved research proposal. If required, the second attempt should be completed the following semester to allow sufficient time to address deficiencies.