



EASC 810: MSc Thesis Proposal

PURPOSE: The presentation of the MSc thesis proposal provides a structured opportunity for the student and Supervisory Committee to discuss and agree upon the proposed research, ideally in advance of significant research progress. It serves as an opportunity for the committee to assess the suitability of the project and the preparation of the student to undertake the proposed research. It also serves a training role in requiring the student to articulate, both orally and in writing, the scientific objectives of the research and a plan for meeting them.

PROCEDURE:

The M.Sc. candidate is required to submit to the Supervisory Committee a written thesis proposal, which should include:

- background, scientific context and motivation for the proposed research
- specific research objectives
- research methodology
- results of any preliminary work
- expected outcomes and significance of the proposed research
- proposed research timetable and, if appropriate, an estimated budget

The thesis proposal will be presented in an oral colloquium, chaired by the Senior Supervisor, by the end of the second semester. The colloquium begins with a 20 minute open oral presentation by the candidate that should include an outline of the research objectives and how these objectives will be met. Following a brief period where questions from the audience are entertained, the candidate and Supervisory Committee will have a closed meeting to discuss the proposal, including the scientific objectives, the proposed research methodology and the ability of the student to carry out the proposed research. The colloquium will usually serve as the first Supervisory Committee meeting for MSc students.

ASSESSMENT: The outcome of EASC 810 is assessed as satisfactory/unsatisfactory, as agreed upon by the Supervisory Committee. The committee must approve the written thesis proposal, either as presented at the colloquium, or upon revision afterward.

TIMING: The thesis proposal should take place prior to the end of the second semester of enrolment.



LOGISTICS:

1. ***Student and Supervisor:*** Agree upon a date. Confirm availability of Supervisory Committee members.
2. ***Student and/or Supervisor:*** Request a room booking through the Graduate Secretary.
3. ***Student:*** Provide the Supervisory Committee with a copy of the thesis proposal two weeks prior to the colloquium date. Notify the Graduate Secretary of the title of the thesis proposal.
4. ***Graduate Secretary:*** When the date, time and room booking have been confirmed, send an email including the student name, thesis proposal title, colloquium date, time and location, and names of committee members to:
 - easc-grads (EASC graduate students)
 - easc-talks (seminar & talks – open list, anyone can subscribe)
 - earth-science (EASC faculty & staff)
5. ***Student:*** At least three days before the colloquium, deliver a copy of the thesis proposal to the Graduate Secretary for display in the EASC General Office.
6. ***Graduate Secretary:*** Upon delivery of the thesis proposal at least three days prior to the colloquium:
 - i) Create a poster for front door
 - ii) Send a reminder email to:
 - easc-grads (EASC graduate students)
 - easc-talks (seminar & talks – open list, anyone can subscribe)
 - earth-science (EASC faculty & staff)
7. ***Supervisor:*** Once the Supervisory Committee has approved the thesis proposal, either at or after the colloquium, sign the Acceptance of Thesis Proposal Form and attach the **finalized** copy of the thesis proposal. The finalized copy should reflect any revisions that were suggested as a result of the colloquium, and represents an agreement between the student and Supervisory Committee as to the intended objectives, scope, methodology, expected outcomes and timeline of the proposed research. The proposal may be updated, if necessary, by mutual agreement through committee meetings and progress reports.
8. ***Graduate Secretary:*** Retain the hard copy of the thesis proposal displayed in the EASC General Office as a resource for other students. Place a copy of the thesis proposal and the original Acceptance of Thesis Proposal Form in the student's departmental file. If the outcome of the colloquium is satisfactory, ensure that the student receives credit for completion of EASC 810.