

## Timeline and Key Deadlines for Thesis Process (2018-2019)

**FALL 2018:** CASE STUDIES and THESIS DESIGN (see syllabus for specific due dates)

- Complete prospectus
- Complete working draft of literature review
- Assignment of Thesis Reader

Submit prospectus, signed by Thesis Reader, to MES Director by December 7, 2018.

**WINTER AND SPRING 2019:** RESEARCH AND WRITING / THESIS WORKSHOP

- Complete data collection, analysis, and interpretation
- Complete and revise thesis
- Communicate and/or meet on a regular basis with Thesis Reader both quarters
- Attend thesis workshop both quarters—meets once every other week

*To register for thesis credits, you must have completed all core programs and at least 12 elective credits. Register for 8 thesis credits in Winter Quarter and 8 thesis credits in Spring Quarter. Director will email CRN for each thesis reader to students in Fall Quarter.*

Send complete draft to Thesis Reader by April 12.

Submit “Request to Present Thesis Research” form, signed by Thesis Reader, to MES Director by May 3. Students who cannot complete the thesis by the end of Spring Quarter must submit a “Request to Extend Thesis Research” form, signed by Thesis Reader, to MES Director by May 3.

Thesis Presentations: May 21-23 and May 28-30.

Send final draft to Thesis Reader by May 31.

Submit final thesis—electronic and written copies—to MES Office by June 7. Consult Thesis Handbook for details about final version and submission process.

Thesis Reader submits thesis evaluation and student receives thesis credit.

Paper and electronic copies of thesis send to Evergreen library. Student may purchase bound copy for themselves.