



Master of Environmental Studies

Timeline and Key Deadlines for [Thesis Process](#) (2020-21)

FALL 2020: CASE STUDIES & THESIS DESIGN (specific due dates will be on the Canvas site)

- Complete Thesis Prospectus
- Complete working draft of Literature Review
- Assignment of Thesis Reader (Week 6)
- Submit final prospectus, signed by Thesis Reader, to MES Director by Friday, December 11.

WINTER AND SPRING 2021: RESEARCH AND WRITING / THESIS WORKSHOP

- Consult [Thesis Handbook](#) for useful resources, tips, thesis formatting and page requirements.
- Complete data collection, analysis, and interpretation
- Complete drafts of, and revisions to, sections/chapters of thesis
- Communicate and/or meet on a regular basis with Thesis Reader both quarters
- Attend Thesis Workshop both quarters—generally meets once every other week, facilitated by the Director and/or Assistant Director

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. You will receive a thesis reader-specific CRN to use, and be signed up for Thesis Workshop (will have a Canvas site).

SPRING 2021: REVISING and COMPLETING YOUR THESIS

- Send **complete draft of thesis** to Thesis Reader by Friday, April 9, 2021 (end of Week 2).
- Submit one of two forms, signed by Thesis Reader, to MES Director by Friday, April 30, 2021 (end of Week 5):
 - “**Request to Present** Thesis Research” to complete your thesis during Spring 2021, OR
 - “**Request to Extend** Thesis Research” if you plan on/need to extend your work into another quarter¹
- Spring Quarter **Thesis Presentations** during Weeks 8-9: May 18-20 and May 25-27, 2021.
- Send **final draft of thesis** to Thesis Reader by Friday, May 28, 2021 (end of Week 9).
- Consult [Thesis Handbook](#) for details about final formatting and the submission process.
- Submit **signed, final version** of thesis—electronic copy required—to MES Office by Friday, June 4, 2021. A hard copy for binding is now *optional*, paid for by student (AD will have details).
- Once the final thesis is approved, your thesis reader submits their evaluation and student receives thesis credits (16 cr. total).
- Electronic copy will be posted to the MES [Thesis Archives](#) page.
- The Director and AD will provide details about graduating and the **graduation & hooding ceremony on Friday, June 11, 2021.**

¹ You must show progress on your thesis and get your reader’s approval to extend. Talk to your reader, before the deadline, about extending into Summer vs. Fall. Faculty are not on contract during Summer Quarter.