

**Department of Sociology
Graduate Studies Program**

Time Table Guidelines - Fall Thesis Cohort

The following is meant as a two-year program time table for students completing a thesis. The dates are generally meant to give the student a sense of a timeline at which each stage/step of the thesis should be completed in order to finish the MA in the two year period. Depending on the specifics of each thesis project, the deadlines may need to be moved up.

First Year – First Term

- December: Finalize decision on which track (thesis or internship). If thesis, have an idea of research topic and possible research questions

First Year – Second Term

- December of first fall term and beginning of first spring term: discuss research topic and questions with several faculty members
- March: finalize research topic, fine-tune research questions, finalize the thesis committee chair
- End of March: have second department committee member
- End of April: finalize the third outside of department committee member

After First Year - Second Term

- May – August: write thesis proposal, defend proposal, apply to IRB if required

Second Year – Third term

- August: at the latest, defend proposal by the first week of term
- Mid-September: at the latest, submit IRB application
- Mid-September-Mid-October: work on PhD applications
- End of October-End of-January: Collect data, transcribe (if applicable), data coding/analysis

Second Year – Fourth Term

- By Feb 1 – begin writing thesis, multiple drafts with multiple feedback opportunities
- April 1: final draft to Chair
- April 7: final draft to other 2 committee members
- Third week in April: announce thesis defense one week prior to defense
- Last week of April: Last day to defend thesis
- May 1: Turn in completed thesis to College