

Department of Communication Sciences and Disorders

CSAD 500T – Thesis

We are pleased that you have decided to pursue **CSAD 500T – Thesis** for your culminating experience, leading to the degree of Master of Science Degree – Communication Sciences and Disorders. A Master's Thesis is a significant amount of work that requires commitment, dedication, and focused effort across several semesters of study. Information is provided below to assist you to get started with this body of work. We wish you much success as you embark on this culminating experience.

The purpose of the thesis is for you to carry out a research investigation that contributes to the body of knowledge advancing the study of speech-language pathology or audiology. While the project can be composed of a variety of tasks and activities to be determined in conjunction with faculty advisors, all master's theses must fulfill the following criteria:

1. It must be composed of an independent research study, conducted under the supervision of faculty members.
2. It must involve answering a research question and addressing a hypothesis.
3. It must include a review of pertinent literature.
4. It must involve the collection and analysis of data. It is the student's responsibility to locate and recruit research participants, as well as to collect data.
5. Students must follow all department and university thesis guidelines.
6. Per Office of Graduate Studies policy, an outside reader may only serve as an optional reader.

Pursuing a project will require hard work and focus. It is our hope that you not only learn a great deal through this experience, but that you also acquire additional skills that will benefit you as you move toward becoming a professional in the field: committing to and following through with challenging tasks, problem-solving, working collaboratively with others, and developing high-level oral and written communication skills.

We wish you great success with your project!

Department of Communication Sciences and Disorders

CSAD 500T – Thesis Individualized Plan of Study

Student's Name: _____

Student's Email: _____

Student's Phone Number: _____

Thesis Name: _____

Thesis Chair: _____

(The Thesis Chair is responsible for guiding and supporting the student through the entire thesis process. Must be CSAD full-time faculty)

Second Reader: _____

(The second reader is responsible for providing feedback, suggested edits, and secondary approval. Must be CSAD full-time faculty)

Thesis Methodology

(Note: The student should either [a] fill out this brief methodology section or [b] attach an equivalent document that encompasses the same topics.)

Study Design

Sampling

Data Collection

Data Analysis

CSAD 500T Individualized Plan of Study, Timeline

Objective	Date (mm/dd/yyyy)
Initial Prospectus (introduction and rationale, literature review, research questions, proposed methodology, and proposed analysis plan) draft due to first reader	
Prospectus discussion with second reader (second reader may request draft)	
Final Prospectus document due to first and second readers (at least two weeks before meeting)	
Prospectus Presentation & approval to move project forward (due by the 11th week of the second semester of clinic)	
Submission of IRB Application (please note that non-exempt IRBs cannot be approved over the summer – plan accordingly!)	
Recruitment of participants begins (if applicable)	
Data Collection begins	
Data Collection ends	
Data are organized and ready for analysis; data analysis begins (with first reader mentoring, as appropriate)	
Complete draft (introduction/literature review, research questions, methods, results, discussion) of research due to first reader, collaborate in edits	
Thesis due to first and second readers (at least two weeks before thesis defense)	
Thesis Defense with first and second readers (edits may be requested)	
Final thesis document submitted to the college with all signatures	

CSAD 500T – Thesis Agreement

Having met with my Thesis/Project Committee Chair,

I accept the following responsibilities during the semester(s) in which I register for the Thesis:

1. I will schedule regular appointments with my Thesis Committee Chair. During this time, my Thesis Chair will consult with me on my draft efforts, research directions, and guide me to a completed manuscript.
2. I understand that a completed effort requires appropriate formatting, perfect spelling, good grammar, and correct punctuation. While my Thesis Committee Chair (first reader) will be helpful in these matters, the ultimate responsibility is mine.
3. I understand that the format must meet CSUS and CSAD standards. It is my responsibility to obtain from the Office of Graduate Studies (OGS) information regarding the requirements for a Thesis Format. I understand that some information is available by OGS at:
<https://www.csus.edu/graduate-studies/current-students/forms.html> and
<https://www.csus.edu/graduate-studies/current-students/thesis-project-dissertation.html>
4. The required format for the Department of CSAD is the latest edition of the Publication Manual of the American Psychological Association (APA). Specific questions regarding this format should be discussed with my Thesis Committee Chair.
5. I understand that my completed work will not be accepted unless it meets the format standards of CSUS, as interpreted by CSAD and the OGS. The ultimate responsibility for meeting these standards is mine.
6. I understand that I must monitor my own progress toward the completion of my thesis. This requires knowing the dates when the final copy of my work must be turned into my Thesis Committee Chair and Second Reader, and when other documents must be submitted (e.g., graduate application, etc.) to the designated and appropriate recipients. I will contact my Thesis Committee Chair for my thesis deadlines as well as OGS.
7. In the preparation of a thesis, I must select a second reader who will be informed of my progress. My second reader will need sufficient time to review my prospectus, and may need up to a month to review the final draft of my thesis.
8. I understand that if I do not complete my work during the registered semester that I may have up to three additional semesters in which to complete the thesis. To obtain this additional time, I must make satisfactory progress (as determined by the thesis Committee Chair) during the registered semester. I will be required to re-register for my thesis for every semester in which I continue. If the thesis is not completed within two semesters, I may enroll in continuous enrollment (CSAD 599), if not otherwise actively enrolled, for two additional semesters. If I do not finish the thesis within the first semester of enrolling in [CSAD 500T](#), I will receive a grade of "Report in Progress" (RP). If I do not complete the thesis within the four total semesters, I will receive a No Credit (NC) grade for the original units and must enroll in [CSAD 500C](#) for the culminating experience.
9. I understand that if I need additional semesters to complete my work, this will extend my master's program and will advance (extend) my original, anticipated graduation date, along with my degree conferral date.
10. I understand that the CSUS Office of Graduate Studies (OGS) has specific requirements and timelines for me to follow and complete, including an additional mandatory thesis form and fee, payable to the Bursar's Office. Failure to appropriately complete all of these requirements will result in the advancement (extension) of my graduation date.

11. I understand that only an electronic copy of my thesis is required by the university, and a hard bound copy of my thesis is no longer required by the university. I am free, however, to (a) contact a printer of my choosing, (b) arrange for an order, and (c) purchase a hard bound copy for myself. I am under no obligation to provide a hard bound copy to any faculty or the CSAD department.
12. I understand that the availability of the thesis Committee Chair or designated Second Reader during the summer months cannot be expected and must be discussed beforehand. I may be required to re-register for my thesis at this time at the discretion of the thesis Committee Chair.
13. I understand that when I register for the CSAD 500T, I am required to fulfill the culminating experience by completing the thesis and no longer have the option to complete the comprehensive examination (CSAD 500C) or the project (CSAD 500P) as my culminating experience.
14. I am prepared to meet the standards of thoroughness, honesty, graduate-level research, and careful attention to references that such an undertaking requires.
15. I understand that my thesis activities may take up time during weekends, holidays and school breaks.
16. I understand that this is an adventure and that I may be surprised, disappointed, frustrated and overworked, but I expect to be both proud of my work and pleased with my efforts when I am finished.

Student Name: _____ CSUS Student ID: _____

Signature: _____ Date: _____

First Reader: _____ Date: _____

Second Reader: _____ Date: _____

Third Reader: _____ Date: _____
(*optional*)

Culminating Experience Committee:

Co-Chair: _____ Date: _____

Co-Chair: _____ Date: _____