

Thesis (CSCI 299) Guideline

Most important: Follow the thesis guidelines from the Division of Graduate Studies.

<http://www.csufresno.edu/gradstudies/>

1. Pass CSCI 200 (Introduction to Research in Computer Science).
When you are enrolled in CSCI 200, attend at least two Project/Thesis presentations during that term.
2. Seek an advisor for your thesis. Discuss if the thesis is the appropriate culminating experience for your goals.
3. At least one month before the submission of the Advancement to Candidacy Petition, submit the thesis proposal to your advisor, who will serve as the chair of your committee and get his approval to proceed.
4. Submit your Advancement to Candidacy form in accordance with the Division of Graduate Studies Guidelines.
<http://www.csufresno.edu/gradstudies/forms/atc.shtml>
Appropriate deadlines can be found on the Graduate Studies website:
<http://www.csufresno.edu/gradstudies/deadlines.shtml>
Make sure to get signatures from your advisor, the Graduate Coordinator, and the Department Chair. Plan ahead to make sure they are available to sign.
5. Find two other committee members.
Submit the Thesis Committee Assignment sheet form.
<http://www.csufresno.edu/gradstudies/forms/shortlist.shtml#anchormd>
You will need signatures from all the members of your committee plus the Graduate Coordinator.
6. Enroll in CSCI 299. Follow closely the guidelines and deadlines from the Division of Graduate Studies.
Maintain University enrollment throughout each semester of your thesis work. Meet regularly with your chair and committee. The Division of Graduate Studies offers many resources including workshops to give you needed information.

7. Apply to graduate within the first two weeks of the semester you wish to graduate in.
<http://www.csufresno.edu/gradstudies/forms/shortlist.shtml#anchormd>
Plan carefully; the Graduate Coordinator may not be available for the required signature on the last day. Be sure that you are also enrolled in that semester. When you apply to graduate, also register the time of your oral presentation with the department.
8. Submit the final draft to your chair and the committee at least one month before the deadline to the Division of Graduate Studies. The thesis must conform to the requirements set forth by the Division of Graduate Studies and your committee.
<http://www.csufresno.edu/gradstudies/thesis/>
9. Submit the final draft to the Division of Graduate Studies. You will need clearance signatures from all the committee members. Don't assume that they will be available on the last day.
10. Follow all guidelines set forth by the Division of Graduate Studies.
11. If everything is ready, give the announcement of your oral presentation to the Department three weeks prior to your talk. The Department will send the announcement to all faculty and all graduate students in the Department.
12. Make an oral presentation at the time you registered on a consultation day. Oral presentations are scheduled for 50 minutes including questions.
13. Submit the Master's Degree Clearance form to the department for signatures
<http://www.csufresno.edu/gradstudies/forms/shortlist.shtml#anchormd>
at least two days before the deadline found on the website of Graduate Studies.
<http://www.csufresno.edu/gradstudies/deadlines.shtml>
Submit a bound copy of your thesis to your advisor, too.