

Thesis Procedures for Registration

The following must be completed to register for Thesis 299:

- Student must be Advanced to Candidacy.
- Student must turn in a signed “[Thesis Committee Assignment](#)” sheet to ED 100. Download the form from the Division of Graduate Studies website at; www.fresnostate.edu/gradstudies under “FORMS”. The 3 signatures from your Thesis Committee must be obtained on the form. For the Graduate Coordinator’s signature, please visit ED 100 and the Graduate Technician will sign on behalf of the Graduate Program’s Coordinator, Dr. Susan Tracz and will forward the form on to the Division of Graduate Studies.
- Student must turn in their first three chapters of the Thesis to ED 100. The content and format is between the student and the Committee.
- If the student turns everything in to ED 100 and the departments have issued their numbers to our office, we will give the student their number during their visit to our office.

Please note: If a Faculty member drops everything off or numbers are not ready, the Graduate Technician in ED 100 will email the student once the file is processed. This can take a few weeks or longer.