

Students are to complete Sections A and B before requesting the signatures of their Supervisory Committee Members. After obtaining all required signatures in Section C, this form is to be turned in to the Graduate Program Coordinator. Partial or incomplete forms will not be processed. It is the students responsibility to make sure the form is completed and submitted before beginning their research projects. Please read the subsequent procedure pages for instructions for completing the official, original signed form.

**Section A**

Student Name	ASU ID Number	
Program (please select one from the menu)		
Thesis	Professional Project	Doctorate

**Section B**

Two sentence abstract of proposed research topic:

**Section C**

**Supervisory Committee Members**

All students, **except MUEP students completing a Professional Project**, must update their IPOS with their committee members, before submitting this form. MUEP students completing a Professional Project students are not required to update their IPOS. If there are any changes to the supervisory committee members you must complete the **Supervisory Committee Change Form**.

Committee Member _____	_____
Type Name	Signature
Committee Member _____	_____
Type Name	Signature
Committee Member _____	_____
Type Name	Signature

By signing below, I agree to be the chair, approve of the listed supervisory committee members, and the students proposed research topic.

Chair: _____	_____
Type Name	Signature

**Internal Use Only**

To be completed by Graduate Program Coordinator

- Entered into Tracking System updated       Copy placed into Student Electronic File       Student IPOS

**Procedures for Thesis/Professional Project/Dissertation Proposals**

ASU Policy for selecting Supervisory Committee Members:

Doctoral students must follow the guidelines of the Graduate Education Office for selecting their committee members. For complete guidelines visit the Graduate Education Office's website <https://graduate.asu.edu/policies-procedures>, choose the tab "Doctorate Degree" then "Doctoral Degree Supervisory Committee."

Master's students must select tenured/tenure-track faculty to serve as their master's graduate supervisory committee chair. The chair of the committee is typically from the student's degree program and should be carefully selected by the student to guide their work. ASU academic professionals or non-tenure accruing faculty with appropriate academic credentials may serve as a member or co-chair on master's committees, they may not serve as chair of a master's supervisory committee. If you select a non-ASU faculty member, to be a supervisory committee member you must complete the Committee Approval Request Individual Student Committee form, which can be found at <https://graduate.asu.edu/sites/default/files/student-committee-approval.pdf>. Students are responsible for reading and following all ASU guideline for non-ASU faculty that can be found on the "Research Considerations" tab, on the Graduate College Graduate Policies and Procedures webpage. <https://graduate.asu.edu/sites/default/files/asu-graduate-policies-and%20procedures.pdf>. Non-ASU faculty cannot serve as a supervisory committee chair.

MUEP students wishing to undertake a **Thesis or Professional Project** should first read the **guidelines for Thesis and Applied Professional Project** at visit <https://geoplan.asu.edu/muep>. You can find additional information about supervisory committee selection in the MUEP Orientation Handbook on page 15.