

## **Instructions for Filing Thesis/Advanced Biological Project Proposal Form Instructions**

A *Thesis Proposal Form* must be completed and submitted with your Graduate Degree Plan to be processed for appropriate signatures. Again, contact the secretary, Lisa, at 309-298-1546 (or via email at [LA-Turke@wiu.edu](mailto:LA-Turke@wiu.edu)) and she will assist you in working through the details for submitting your GDP and Thesis Proposal documentation in the appropriate format. Have the following Thesis Proposal information prepared in a Microsoft WORD document:

- 1) Your name
- 2) Thesis Title
- 3) A brief summary of what you plan to do for your thesis or advanced biological project
- 4) The names and signatures of your advisor and committee members.

It is strongly recommended that you meet with your Committee initially and at least once a semester to keep them informed on your progress. This should help avoid any problems and misunderstandings after your thesis work is completed.