**UW School of Social Work**

**Thesis Proposal and Committee Constitution**

**Student Information:**

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| Student Name |  |
| Student Email |  |
| Faculty Advisor/Thesis Chair |  |

**Thesis Proposed Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Thesis Proposal**

A proposal for research should contain clear descriptions of the plans for accomplishment of the particular combination of research tasks, which will be implemented, plus human subjects review. Where the research is concerned only with implementation of previously designed research, the proposal should include a statement summarizing the problem formulation and design tasks. Where the research is a secondary analysis of previously collected data, the proposal should contain a summary of the original problem formulation, design, and data-collection procedures as a framework for considering a newly proposed hypothesis which will be examined via the available data.

Proposal shall include (attached to this coversheet):

* Student name and email
* Problem to be studied
* Methodology
* IRB Review information
* If project occurring in practicum/agency, is there a review required there?
* Any resources needed? How will they be provided?
* How the data will be analyzed
* Projected timetable for completion
  + - Attached, signed “**Use of Human and Animal Subjects for UW Graduate Student Theses and Dissertations**” found on MSW Program Reference area website.

**Committee Membership**

The Thesis Committee Chair MUST be a member of the Graduate School Faculty and be approved to chair thesis committees for the School of Social Work. Students must verify that their proposed chair has such an appointment at: <http://www.grad.washington.edu/gradfac/>

The committee must have a minimum of 2 members and the second member may be a teaching or research faculty member at the UW (in or out of the department), a practicum instructor or agency supervisor, but if a student would like a 3rd member, that 3rd member must again be approved by the Graduate School (but may be in a department other than social work.) This ensures that at least half of the committee are UW Graduate Faculty on any committee.

Signatures below certify that each member has read a copy of the thesis proposal and agrees to serve on this student’s thesis committee. For more information on roles and responsibilities, please review the Thesis Student and Committee Roles document on the MSW Program Reference Area website at: <http://socialwork.uw.edu/students/services/msw-program-reference-area> (Students should bring copies of the document above to their first committee meeting, if they haven’t already given it to all members.)

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| **Faculty Advisor/Chair**  Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Member of Graduate Faculty (circle) YES NO  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Committee Member**  Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Member of Graduate Faculty (circle) YES NO  UW Affiliate Faculty? (circle) YES NO  If so, Dept? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Committee Member (optional)**  Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Member of Graduate Faculty (circle) YES NO  UW Affiliate Faculty? (circle) YES NO  If so, Dept? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Approval by MSW Associate Dean of Research**

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| Assoc. Dean of Research:  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Notification of approval to committee members and student:  Entered into STAR: | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |