



UNIVERSITY of WASHINGTON | BOTHELL

SCHOOL OF STEM GRADUATE PROGRAMS

Division of Engineering and Mathematics

Request to Form Supervisory Committee

To start the thesis process students must first form a supervisory committee. Please submit to your proposed committee this document and your answers to section 2 for their approval. Once committee members have signed their approval in section 3, submit both this cover sheet and answers for section 2 to the STEM Graduate Programs Office (UW1 360) for an entry code. Entry codes will be sent by the Graduate Program Advisor upon approval (and completion of Section 5) by the Divisional Graduate Program Coordinator.

Section 1:

Name: _____

Email (UW): _____

Student #: _____ Quarter: _____ Year: _____

Credits Requested in first quarter of your thesis: _____

A thesis supervisory committee will consist of a student's Faculty Advisor (who will serve as committee chair) and at least 2 additional members (maximum of 4 total committee members). At least two of the committee members must be UW Bothell faculty whose primary appointment is in the program of the student's course of study. The Chair and at least one-half of the total membership must be members of the graduate faculty. For proposals with Chairs outside the student's program, please contact the STEM Graduate Advising Office prior to submission of this form.

Section 2: Thesis Proposal

Please answer all questions below on a separate typed document. Limit your answers to a maximum of two typed pages. Please make your answers as detailed and thorough as possible.

1. Proposed thesis topic.
2. Describe the proposed focus, goals, and expected scope of research, questions to consider may include:
 - What is the background and importance of this proposed topic (why do you want to work on it)?
 - What technical problems or challenges do you have to solve?
 - What methods are you going to use to address these problems/challenges and why choose these methods over others?
 - What are your learning goals?
3. Provide an initial list of activities, quality management/assurance process plan, and associated deliverables with dates, including an estimated final examination date.

Section 3: Master’s Supervisory Committee Members:

All committee members must print name, sign and date. ***Forms submitted without signatures will not be accepted.*** Committees should not exceed four members.

Committee Members:

Chair (Faculty Advisor): _____

Signature: _____ Date: _____

Committee Member: _____

Signature: _____ Date: _____

Committee Member: _____

Signature: _____ Date: _____

Committee Member: _____

Signature: _____ Date: _____

Section 4: Student Signature

- I have met with the Graduate Program Coordinator and the Graduate Program Advisor and understand the goals and expectations of the Defense. *I understand that it is highly recommended that students attend a Thesis Defense in order to fully understand the process.*

Student Signature: _____ Date: _____

Section 5: Graduate Program Coordinator Approval and Signature

- I approve this proposal and selected committee members and agree to appoint the Supervisory Committee as specified in section 3.

GPC Signature: _____ Date: _____