

Process for a Two-Year Political Science MA Degree with a Thesis (Plan A)

1ST SEMESTER

- ❖ Enroll in three courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ Take care of any conditions placed on your admission if you do not yet have “classified graduate” standing.
- ❖ Begin thinking about a thesis topic and question. Write assigned papers for your classes that permit you to learn more about a potential topic.

Completed: 9 units

Note on electives:

- 24 units of your degree should be within the Political Science department, unless we specifically develop a Program of Study with an exception for you.
- At least 21 units must be at the 600- or 700-level.

These guidelines leave some room for taking relevant courses outside the department or 500-level courses on special topics of interest.

2ND SEMESTER

- ❖ Enroll in three courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ As part of one of these classes, write a paper that could serve as the literature review for your thesis or that involves some preliminary analysis of some of the data/material you might use for your thesis
- ❖ Start thinking about who might serve on your thesis committee (2 faculty members in the department, one outside the department). Begin conversations with them about your ideas and the proposal you have started developing
- ❖ Work with the Grad Adviser to plan your **Program of Study** after the Fall schedule comes out. Together, submit a petition to request any course substitutions.

Completed: 18 units

SUMMER

Do preliminary work toward your thesis, such as literature reviews. If you have a plan in place, you could also or instead do data collection or fieldwork.

3RD SEMESTER

- ❖ Enroll in two courses that apply towards the MA degree requirements and toward a certificate emphasis, if any (Public Policy or Global Politics)
- ❖ Enroll in a third elective or 3-unit independent study (795 or 798) with a potential thesis committee chair. Use this course to develop the thesis plan and complete preliminary work.
- ❖ Apply to **Advance to Candidacy**. *You need to advance before you can finalize your committee or enroll in 799A.*
- ❖ Complete a brief thesis proposal and give it to potential committee members prior to asking for their commitment to serve on your thesis committee.
- ❖ Once you have three committee members who have agreed to support your work, hold a meeting to discuss your thesis plan, methods, and timetable.
- ❖ Work with grad adviser to complete and submit the **Appointment of Thesis Committee** Packet. If your thesis will involve human subjects, complete IRB approval first.

Completed: 27 units

4TH SEMESTER

- ❖ Before the semester begins, contact Graduate Studies to request enrollment in 799A (after Appointment of Thesis Committee form is approved). They will do the enrollment.
- ❖ Submit an **Application to Graduate** and pay the fee by the Schedule Adjustment deadline.
- ❖ Write the remaining sections of your thesis by the end of February. Give chapters in draft to your thesis chair for comments for revision.
- ❖ Once the chair has seen and approved your revisions, submit the thesis to the 2nd and 3rd readers for comments and revision.
- ❖ When the committee members are satisfied with your work, collect their signatures.
- ❖ Format the thesis, or have it formatted professionally.
- ❖ Submit the formatted thesis by the submission deadline (late March) for a Spring graduation.

Completed: 30 units