



CENTRAL WASHINGTON UNIVERSITY

Your future is Central.

DEPARTMENT OF HISTORY Language & Literature Building, 100



GRADUATE STUDENT HANDBOOK 2022-2023

Visit our web page at: <http://www.cwu.edu/~history>
Central Washington University is an AA/EEO/Title IX Institution,
TDD/Deaf Access (509) 963-3323

CONTENTS

Admission	3
Degree Options	3
Timelines.....	4
Required Courses	5
Graduate Fields of Study	5
The Advisor	5
The Committee	6
The Prospectus	6
The Field Bibliography	6
Foreign Language Requirement	6
Graduate Studies Requirements	6
Previous Theses	7
Fellowships and Grants	8
Phi Alpha Theta	8
Teaching Assistantships	9
Graduate Faculty & Staff	10
Graduate Student/Advisor Checklist	11
Course of Study Form	12
Option Approval Form	14

Welcome to the History M.A. program at Central Washington University! We have put together this handbook to make your graduate career easier. We want you to enjoy your time at Central and to complete your graduate program as efficiently and productively as possible.

ADMISSION

Admitted students are required to demonstrate an ability to discover and interpret historical evidence and to write cogently and lucidly. In addition to general regulations for graduate admissions, the applicant must:

- Attain an undergraduate major in history. Students whose undergraduate major was in a subject other than history, but who nevertheless wish to complete a history graduate degree, must have completed at least 20 undergraduate, upper-division quarter credits with a GPA of 3.0 or better prior to full admission to the graduate program. Students with fewer than 20 history quarter credits may be offered probationary admission.
- Attain a 3.0 cumulative GPA for undergraduate work and a 3.25 GPA or better in the history major. Applicants with a lower GPA may petition the History Department Graduate Committee for special consideration.
- G.R.E. examination requirement temporarily waived.
- Submit a 7-10 page writing sample.
- Choose an advisor and a general area of study.
- Choose either the thesis track or the examination track.

Prospective students must be approved in writing by the graduate committee (with the Graduate Director as a voting member), the Department Chair, and the prospective advisor before being granted admission to the graduate program.

DEGREE OPTIONS

You may choose from among three different options: thesis; written examination; and project.

Thesis: A thesis is a lengthy monographic work (usually 50 to 150 pages long) that addresses a historically significant topic in an original way.

This option is appropriate if you wish to pursue a Ph.D., either immediately after receiving the M.A. or at some point in the future. *Students who cannot meet the deadlines listed on page four will not be able to pursue the thesis option. Further, students must attain a 3.5 GPA or better in the graduate program in order to pursue the thesis option without special approval from the graduate committee and the advisor. Students with GPAs below 3.5 will ordinarily do the written examination option.*

Your advisor will help you choose two additional faculty members to serve on your thesis committee. The committee's job is to help formulate and critique the thesis. After the thesis is completed, you will defend your findings before their thesis committee. *At the discretion of the advisor, students opting for the thesis option may be required to meet the Department's foreign language requirement.*

Written examination: The exam consists of three questions in a major field. Generally speaking, committees prefer written exam answers that show your familiarity with historical context, historical periodization, and historiography, and that marshal evidence to make original arguments. The entire written portion of the exam must be completed in twenty-four hours.

Choose this option if you do not wish to write a thesis. It is especially useful for secondary school teachers who want to attain the M.A. in a timely manner. *Students who choose the exam option must select an advisor and adhere to the timeline given on page 4.*

Your advisor will help you choose two additional faculty members to serve on your exam committee. The committee's job is to write questions for the exam and review your answers. In advance of the exam, the committee will work with you to delineate a field and suggest an appropriate reading list. Your advisor may work with you on sample questions and responses in order to better prepare you for the exam. After the exam is completed, you must defend your answers before the committee. *Students opting for the exam option do not have to meet the Department's foreign language requirement.*

Project: On rare occasions, if your background or experience allows, and when faculty availability and expertise exists, you may complete a project in lieu of the traditional thesis. In such special cases, proposals for an alternative to the exam or thesis options must be approved by your advisor and committee. *Students opting for the project option do not have to meet the Department's foreign language requirement.*

TIMELINES

The following timelines assume full-time student status. Graduate students registered less than full-time should adjust these deadlines proportionately. "Quarter" in this timeline means a quarter during the regular academic year (summer quarter is not counted).

Thesis Option

Meeting with Advisor	Quarter 1
Field Bibliography	Quarter 2
Prospectus defense/Formation of Committee	Quarter 3
One complete chapter approved by advisor	Quarter 4
Committee meeting to assess progress (faculty)	Quarter 5
Draft version of thesis to advisor	Quarter 5 (for graduation in quarter 6) Quarter 6 (for graduation after quarter 6)

Exam option

Meeting with advisor	Quarter 1
Field Bibliography	Quarter 2
Formation of committee	Quarter 3
Final exam bibliography	Quarters 3-4

REQUIRED COURSES

HIST 511, Historiography	5
HIST 512, History Graduate Reading Seminar	10
HIST 596, Field Bibliography	5
HIST 700, Thesis, Exam, or Project study	6
Department-Approved Electives from 500 level courses in History	10
Department-Approved Electives from 400 or 500 level courses in History OR other approved fields)	9

Total	45
--------------	-----------

GRADUATE FIELDS OF STUDY

Whether pursuing the thesis, project or exam option, students must choose a primary field of study from a list of fields approved by the faculty. Currently, the Department of History offers the following primary fields. One of these primary fields should be indicated in the application letter prior to admission. Fields other than those listed need prior approval from the student's advisor.

19 th Century U.S.	Modern East Asia
20 th Century U.S.	Modern France
African Childhood and Education	Modern Germany
African Gender	Modern Ireland
African Health and Healing	Modern Mexico
Colonial Africa	Mongol Empire
Colonial Mexico	Native American History
Colonial/Revolutionary North America	Pacific Northwest History
Comparative Borderlands	Pre-Colonial Africa
Comparative Colonialism	Pre-Imperial Russia
Comparative Gender	Race and Ethnicity
Comparative Nationalism	Russian Empire
Comparative Revolutions	The Soviet Union
Environmental History	U.S. Cultural History
Holocaust	U.S. Environmental History
Imperial Russia	U.S. Foreign Relations
Islamic Intellectual History	U.S. Imperialism
Islamic Sufism	U.S. Political History
Latin American Cultural History	U.S. Social History
Latin American Religious History	U.S. West
Latin American State Foundation	Urban Africa
Military History	Urban History
Modern Britain and the Empire	WWII

THE ADVISOR. You will be assigned an advisor upon admission. Your advisor will help you to prepare a prospectus and/or field bibliography, among the most important tasks required of a graduate student. For those pursuing the thesis option, your advisor will work closely with you on many aspects of your thesis. For those pursuing the examination option, your advisor will (in consultation with other faculty) select the book list over which you will be examined. Your advisor's work or training should have a geographical, thematic, or chronological connection to the topic of your proposed thesis or examination. A change in advisors after admission requires the permission in writing of the new advisor and the graduate director.

THE COMMITTEE. Together with your advisor, you will choose a committee whose role is to counsel and critique you as you proceed with your M.A. thesis, project, or exam. The committee also assembles to hear your defense of your thesis, project, or exam. Your committee will consist of three faculty members, including your advisor. One of the committee members may be from outside the Department, or, in rare cases, from outside CWU. Second and third committee members are typically less active than the advisor in shaping a thesis, project, or exam.

PROSPECTUS (THESIS OR PROJECT ONLY). Your advisor will be the primary reader for your prospectus. The prospectus is a proposal of about 8-10 pages, including the following: the topic and scope of your thesis or project; a tentative thesis statement; the primary sources you intend to use; a historiographical review, including a statement of your work's place within it; and a preliminary chapter outline. Once the prospectus is completed, your advisor will assist you in assembling a committee (composed of three people) before which you will defend your prospectus, and ultimately your thesis or project. This committee should be chaired by a historian but can include faculty from other departments. At the time of the prospectus defense (the third quarter of your program), your committee will evaluate whether you can proceed with the thesis option. This evaluation is made on the basis of the prospectus, the prospectus defense, and your academic record, including your work in the M.A. program up to that point.

FIELD BIBLIOGRAPHY. You must draw up a field bibliography in consultation with your advisor. Field bibliographies typically consist of some fifty to sixty books and articles that practicing historians have deemed important in your chosen field. For exam-option students, the field bibliography should serve as the basis for exam preparation. All students should enroll in a section of HIST 596 (Independent Study: Field Bibliography) with their thesis advisor. For thesis-option students, the field bibliography course should include some investigation of relevant primary sources.

FOREIGN LANGUAGE REQUIREMENT. *At the advisor's discretion, students writing a thesis may be required to meet the Department's foreign language requirement.* The requirement can be met in two ways: (1) by attaining a grade of B in the final course of a two-year sequence of undergraduate-level foreign language instruction (the sixth quarter or fourth semester) either during the student's undergraduate or graduate career; (2) by passing the Department's foreign language exam. The Department's foreign language exam requires students to translate (usually a paraphrase rather than a word-for-word translation) two short passages, one from a primary source and one from secondary literature. Students taking the language exam may use dictionaries. Faculty members with the appropriate language skills will grade the exam on a pass/fail basis. If you plan to enter a Ph.D. program in the future, we strongly urge you to gain proficiency in at least one foreign language during your M.A. career.

GRADUATE STUDIES REQUIREMENTS. The School of Graduate Studies and Research requires you to clear several administrative hurdles before you graduate, *including a course of study form, a committee/option approval form, a final folder check, a permission to schedule the defense form, and an application for the degree.* The School of Graduate Studies and Research also requires you to submit your thesis for final proofing and approval. The *course of study form* should be turned in during your second or third quarter, and the committee/option approval form should be turned in during the third quarter in order to coincide with the formation of your committee and, for thesis students, the defense of your prospectus. The *final folder check* should be submitted no later than the first week of the quarter in which you plan to graduate. The *final version of the thesis* needs to be turned in *two weeks before the end of the quarter in which you hope to graduate*, meaning that the thesis defense must precede that date. The thesis will be submitted electronically to an anti-plagiarism site through Canvas and also in paper format to the graduate school for a formatting check. Once the thesis has cleared those hurdles, it must be uploaded to the university's ScholarWorks site. For exam students, the examination defense must be completed *one week before the end of the quarter in which you hope to graduate.* The graduate school's current deadlines and submission procedures, as well as links to the relevant forms, can be found here: <http://www.cwu.edu/masters/graduation-procedures-and-deadlines>.

PREVIOUS THESES. If you'd like to read theses from past years, you can check them out from either the library or from the Department. The library holds copies of all theses; the Department holds copies of all projects. A small selection of recent theses appears below.

Kaelen Sauriol, "Russian Women Émigrés after the Revolution" (M.A. Thesis, 2022; winner of the School of Graduate Studies Comstock Thesis Award).

Kendal Ridgeway, "Destalinization and its Impact on Gulag Returnees in the Khrushchev Era, 1953-1964" (M.A. Thesis, 2021)

Jenny Findsen, "Women and Violence in Revolutionary Russia, 1860-1925" (M.A. Thesis, 2021)

Holly Fleshman, "'Gender and Conservation: A Comparative Study of the Bison and Wild Horse Conservation Movements'" (M.A. Thesis, 2021)

Henry Jennings, "Sport, *Kul'turnost*, and Physical Culture in the Khrushchev Era Soviet Union, 1953-1964" (M.A. Thesis, 2021; winner of the School of Graduate Studies Comstock Thesis Award).

Cassandra Carroll, "'They Are Like Children,' Father Wilbur And Paternalism At Fort Simcoe, 1860-1890" (M.A. Thesis, 2020).

Katie Omans, "The Belfast Boycott: Consumerism, Gender, and the Irish Border, 1920-1922" (M.A. Thesis, 2020)

Sophia Andarovna, "Blood, Water, and Mars: Soviet Science and the Alchemy for a New Man" (M.A. Thesis, 2019; co-winner of Department's Best Thesis/Project Award)

Luke Pearsons, “Bond Mania: Projecting Confidence in Spy Films, 1960-1974” (M.A. Thesis, 2019; co-winner of Department’s Best Thesis/Project Award)

Amanda Widney, “Enlightened Agricultural Improvements in Eighteenth-Century Scotland” (M.A. Thesis, 2019)

Cody Lolos, “Your Thoughts Projected: Television Comedies, Economic Content, and American Economic Attitudes, 1950-1985” (M.A. Thesis, 2018)

Max Tiffany, “Bound in Bermuda and Virginia: The First Century of Slave Laws and Customs” (M.A. Thesis, 2017)

Jennifer Crooks, “‘No Other Agency’: Public Education (K-12) in Washington State during World War I and the Red Scare, 1917-1920” (M.A. Thesis, 2017)

Michael Hamberg, “Flood of Change: The Vanport Flood and Race Relations in Portland, Oregon” (M.A. Thesis, 2017)

Cat Graham, “Life and Seoul of the Party: South Korea's Brief Occupation under Communist North Korea” (M.A. Thesis, 2017)

Scott Miller, “Soviet Defectors: Sexuality, Gender and the Family in Cold War Propaganda, 1960-1990” (M.A. Thesis, 2016)

Sarah Littman, “Race, Immigration and a Change of Heart: A History of the San Francisco Chinatown” (M.A. Thesis, 2016)

Elliott Reid, “British Intelligence Operations during the Anglo-Irish War” (M.A. Thesis, 2016)

Shannon Rodman, “The Alaska Yukon Pacific Exposition and Seattle's Health Modernization” (M.A. Thesis, 2016)

Shearer, Kelsie, “King James' Daemonologie and Scottish Witchcraft Trials” (M.A. Thesis, 2016)

FELLOWSHIPS AND GRANTS. You should be alert to the possibility of obtaining fellowships and grants during your graduate career. For a brief description of some of the fellowships and grants available to graduate students, click on the “Scholarships and Grants” heading on the History website, <http://www.cwu.edu/~history/>. Also look under the “News and Events” heading. Be sure, finally, to look over the Graduate Studies Office website under “Graduate Student Funding” (<https://www.cwu.edu/masters/graduate-student-funding>) and the College of Arts and Humanities website (<https://www.cwu.edu/arts/>); they, too, offer funds and prizes for graduate students.

PHI ALPHA THETA. Phi Alpha Theta is a national history honorary society, including both undergraduate and graduate students. The society sponsors national and regional conferences and publishes the journal *The Historian*. To qualify for membership in Phi Alpha Theta, graduate students must have a 3.5 GPA in the equivalent of at least 12 graded semester hours in history.

Each spring, the CWU History Department will invite qualifying students to become members of the local chapter of Phi Alpha Theta. Those students who accept membership, and pay the requisite fees will be initiated into the society, usually in May. Members are encouraged to present research papers at the regional Phi Alpha Theta conference, which usually takes place in April.

TEACHING ASSISTANTSHIPS. TAs, or Teaching Assistants, are outstanding students who are paid to assist professors in the classroom. Typically a teaching assistant is assigned to a specific professor each quarter. Occasionally, in lieu of teaching, a TA will be assigned to help a professor with his/her research.

TA Remuneration: TAs receive a tuition waiver and stipend. The exact amounts offered vary from year to year.

TA Competition: The Department's Graduate Committee meets once a year in late winter or early spring to choose TAs. Applicants are expected to have submitted the proper forms (available from Graduate Studies) by February 15. The committee looks for students who are mature, reliable, and demonstrate excellent GPAs and GRE scores.

TA Appointments: TAs are appointed for one year (three quarters). The maximum time that you may hold an assistantship is two years (six quarters). All TAs will be reviewed for reappointment after their first year of service and/or, in rare cases and when circumstances warrant, during their first year of service. First-year TAs who, after two full quarters, have GPAs over 3.5 and positive supervisory reviews will *usually* be appointed for a second year, though they must *fill out a new application* and will have their performance as TAs and as graduate students reviewed before re-appointment. Those with GPAs under 3.5 may also reapply, but do not receive preference based on prior service.

TA Duties: Your duties as a TA depend on the instructor with whom you work. Usually duties include grading papers, exams, and quizzes; holding study sessions; helping set up AV equipment; leading discussions; and giving an occasional lecture. To accomplish those tasks, you must read all books assigned to undergraduates and must attend class regularly.

TA Hours: There are 260 working hours in each assistantship quarter; however, TAs are contracted to work only **200** of them. It is factored in that the TA will likely not work the first and last weeks of the contract term because school is not in session, holidays, Christmas and spring breaks, and/or other times as negotiated with your supervisor. TAs are contracted to work, *on average*, 20 hours per week up to the 200-hour requirement. According to university policy, a TA may not work in excess of 20 hours per week. For this reason, it is very important that faculty work with the TAs to establish schedules that allow them to work their 200 hours without routinely being over, or significantly under, the 20-hour weekly guideline.

Professionalism: As a TA, you are an employee of the University, and should conduct yourself in a professional manner at all times when at work. This is particularly important in your dealings with undergraduate students, but should also be reflected in your dealings with fellow graduate students and University faculty. Undergraduates in particular need to have confidence in your essential professionalism, knowledge, and fairness, as you will often be involved in grading, an

activity that is of great importance to the students in the classes for which you are a TA. You also should expect to be treated reciprocally in a professional manner by the professors whose work you are assisting. Remember that you are a representative of the university and, in some sense, of the professor for whom you work, and conduct yourself in a professional manner in all aspects of your job.

TA Performance Reviews. Professors may review and comment on their TA's performance on a quarterly basis. A copy of the review will be placed in the TA's file. If you would like a review but your supervisory professor has not provided one, please feel free to request it.

DEPARTMENT OF HISTORY GRADUATE FACULTY AND STAFF

Graduate Director:

Roxanne Easley (PhD, University of Oregon, 1997) Russia, Eastern Europe. L&L 100-I, 963-1877; Roxanne.Easley@cwu.edu

Regular Graduate Faculty:

Chong Eun Ahn (PhD, University of Washington, 2013), Modern East Asia, Comparative Nationalism; L&L 100-O, 963-1290, Chong.Ahn@cwu.edu

Jason Dormady (PhD, University of California, Santa Barbara, 2007), Mexico, Modern Latin America, U.S.-Mexico Borderlands. L&L 100-M, 963-1244; Jason.Dormady@cwu.edu

Josué Estrada (PhD, University of Washington, 2021), 20th Century U.S., U.S. West, Pacific Northwest, U.S Imperialism, Comparative Colonialism, Race and Ethnicity, L&L 100-C, 963-1656; Josue.Estrada@cwu.edu

Lacy Ferrell (PhD, University of Wisconsin, 2013), Colonial and Pre-Colonial Africa, African Education, Childhood, Health and Healing, L&L 100-L, 963-2344; Lacy.Ferrell@cwu.edu

Daniel Herman (PhD, University of California, Berkeley, 1995) U.S. Cultural History, U.S. West; Native American History, U.S. to 1900. L&L 100-K, 963- 1755; Daniel.Herman@cwu.edu

Melissa Jordine (PhD, University of Southern Illinois, 1998), Modern Germany, WWII, Military History, Holocaust, L&L 100-H, 963-1113; Melissa.Jordine@cwu.edu

Jason Knirck (PhD, Washington State University, 2000) Ireland, Britain, Modern Europe. L&L 100-J, 963- 2422; Jason.Knirck@cwu.edu

Marilyn Levine (PhD, University of Chicago, 1985) Modern China, Vietnam. L&L 100-E, 963-2017; Marilyn.Levine@cwu.edu

Amin Mansouri (PhD, University of Toronto, 2022) Islamic Sufism, Mongol Empire, Islamic Intellectual History. L&L 100-G; MohammadAmin.Mansouri@cwu.edu

Stephen Moore (PhD, The College of William and Mary, 2000) Pacific Northwest, U.S. Foreign Policy, Social Studies Education. L&L 100-N, 963-1454; Stephen.Moore@cwu.edu

Graduate Staff:

Kristy Magdlin, Secretary Senior, L&L 100, 963-1655; Kristy.Magdlin@cwu.edu

SGS GRADUATE STUDENT TIMELINE/CHECKLIST

Date	Thesis Option	Exam Option	Advisor Initials
Quarter 1	Preliminary meeting with advisor	Preliminary meeting with advisor	
Quarter 2	Field Bibliography SGS Course of Study form	Field Bibliography Course of Study form	
Quarter 3	Formation of Committee Prospectus Defense	Formation of Committee	
Quarter 4	One complete chapter approved by advisor	Finalized examination bibliography	
Quarter 5	Committee meeting (faculty only) to assess thesis progress		
One quarter before expected completion date	Draft of entire thesis to advisor		
Beginning of expected final quarter	SGS Final Folder Check	Final Folder Check	
Middle of Expected Final Quarter	Thesis defense scheduled with committee and SGS	Examination and examination defense scheduled with committee and SGS	
Two weeks before end of expected final quarter	Thesis defense completed Thesis turned in electronically through Canvas to anti-plagiarism checker Thesis turned in as paper copy to SGS for formatting check		
One week before end of expected final quarter	All graduation requirements completed	Examination defense and all other graduation requirements completed	

GUIDELINES FOR COMPLETING THE COURSE OF STUDY FORM

- 1) **Accuracy of Course of Study.** It is very important that all information coincides with official transcript entries and that the amount of credit be precisely entered. Do not enter a variable amount of credit or enter a selection of courses from which one is to be elected. The approved Course of Study, together with substitutions or revisions submitted for approval, is used for determining the completion of degree requirements.
- 2) **Transfer of Credit.** A maximum of fifteen (15) quarter credits completed before formal admission, including a maximum of nine (9) quarter credits transferred from other accredited institutions which offer graduate degrees, may be accepted. The credits must be approved as part of the official Course of Study filed in the School of Graduate Studies. Approval of transfer credit shall be made through The School of Graduate Studies and Research only after an official Course of Study has been filed and only after official transcripts have been submitted directly to the School of Graduate Studies. Transfer credit must be graded A or B.
- 3) **Credits from Extension and Workshops.** CWU catalog courses numbered 500 are not applicable to master's degree credit. No more than a combined maximum of eight (8) quarter credits of workshop courses numbered 591 can be applied towards a master's degree. Courses numbered 491 are not applicable to the master's program. Credits earned via correspondence courses may not be applied to any master's degree.
- 4) **Maximum Time Limit.** No credit earned more than six (6) years before the date of the master's degree award may be counted as part of the degree credit requirements except as may be approved by formal action of the Dean of Graduate Studies.
- 5) **Credit-No Credit Option.** Graduate students are urged to use the credit-no credit option as a way to explore academic areas in which they are interested. Students are allowed to select one class per quarter for a credit-no credit grade. Credit-no credit courses will not be counted toward master's degree credits or in the graduate grade point average. A student must designate a class as credit-no credit during registration or on class change day.
- 6) **Credits Required.** Each graduate student must complete at least forty-five (45) credit hours of course work, generally at the 400 and 500 level (a few degree programs require more than forty-five (45) credits). No less than twenty-five (25) credits of the total required for the degree must be elected at the 500 or above level. Courses at the 400 level may be accepted for credit toward a graduate degree at CWU provided they are approved as part of the student's official Course of Study and taken after formal admission to a master's degree program. In such cases, graduate students are expected to perform at a high level, while completing requirements in addition to those expected of undergraduates enrolled in the course. At least thirty (30) credits of course work must be on the graded scale, that is, not elected for S/U grading.
- 7) **Teaching Experience (MEd and MAT Teacher Candidates).** The MEd and MAT degree teacher candidates must have met requirements for state certification and, with the exception of school counselor/school psychologist candidates and master teacher candidates, must have completed at least one year of successful teaching experience certified by an appropriate school official.
- 8) **Required Enrollment During Final Quarter.** Students must be registered for a minimum of two (2) credits during the quarter the master's degree is conferred.
- 9) **Program Requirements.** Graduate students are expected to know the requirements of their individual programs. The School of Graduate Studies and the faculty will aid in the communication of University regulations, but the responsibility of errors of enrollment and interpretation remains with the student. Although regulations for graduate study will generally not change before the publication of a new issue of the catalog, the University reserves the right to change regulations without notice.

**GRADUATE COMMITTEE AND OPTION APPROVAL FORM
CENTRAL WASHINGTON UNIVERSITY
(Submit the original)**

Note: This form is to be completed as soon as the student has formed a committee and selected an option from the list below.
Submit original to the School of Graduate Studies in Barge 214.

Address:

Name: _____ Birth Date _____
_____ Student ID _____
_____ Email: _____

Check option:

- Written Exam*
- Project
- Creative Project
- Studio Project
- Portfolio Review
- Thesis (standard)
- Thesis (journal-ready)

Indicate credits to be received for the thesis or option:

Course No.	Title	Credits
_____	_____	_____
_____	_____	_____
Style Manual for Thesis/Project		

*Students taking written exam option may omit items 1-5 below.

targeted journal if appropriate):

5. Does the procedure involve collection of data obtained from

Human Subjects (including use of surveys)?Yes** No

Use of Animals?Yes** No

** If yes, your procedures must be approved in writing by the Human Subjects Committee or the Animal Care and Use Committee before you initiate your research.

1. Proposed

Title (and
title of

2. Purpose of
Study:

3. Scope of Study:

4. Procedure to be used:

_____	_____	_____
Committee Chair (typed or printed)	Committee Chair (signature)	Date
_____	_____	_____
Committee Member (typed or printed)	Committee Member (signature)	Date
_____	_____	_____
Committee Member (typed or printed)	Committee Member (signature)	Date
Approved by:	Approved by:	
_____	_____	_____

Dept Chair/Designee* (signature)	Dean of Graduate Studies	Date