

## DEPARTMENT OF BIOLOGY THESIS ADVISOR AGREEMENT

The thesis is the culmination of the MS in Biology program, and a major investment of time and effort on the part of the master's student. Hence the choice of a thesis advisor is an important step toward completing the thesis and the program, and plays an important role in the development of the student's career goals and research interests.

A thesis advisor should be chosen by the end of a student's first fall semester. During the following spring semester, the student begins to work with his/her thesis advisor to form a thesis committee and to develop a thesis proposal, which is presented and defended immediately following this spring semester. The summer and academic year following is occupied largely with thesis research.

The following is an attempt to make both parties involved in this adventure aware of his/her expectations and responsibilities.

### SECTION A: STUDENT INFORMATION

Name (Last, First):

Student ID Number:

Month began MS program:

Expected graduation date:

Student responsibilities:

- Exhibit independent judgment, academic rigor, and intellectual honesty. Be proactive in seeking assistance.
- Manage time effectively, spending required number of hours carrying out research activities and making progress toward degree completion.
- Maintain daily records of research activities in an organized and neat manner.
- Together with the advisor, plan frequent and regular intermediate goals.
- Seek scholarships and external funding as appropriate to the research project.
- Provide drafts of writing to advisor in a timely manner, considering all deadlines.

### SECTION B: ADVISOR INFORMATION

Advisor Name (Last, First):

Proposed topic of thesis research:

Advisor responsibilities:

- Ensure that the student's thesis is manageable with respect to objectives and time allocation, that the hypotheses are appropriate, and that goals are achievable.
- Provide appropriate mentorship and guidance toward independent thesis research and broader areas of career planning.
- Together with the student, put together a thesis committee that can provide guidance, particularly at three required meetings (May, following proposal presentation; Nov/Dec of 2<sup>nd</sup> year; Thesis defense).
- Provide timely feedback to student at all stages of thesis research and writing.
- Plan for the eventual publishing of research results in a peer-reviewed journal.

Please sign and date this form and submit to the biology graduate program coordinator.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Advisor's Signature)

\_\_\_\_\_  
(Date)