Thesis Guidelines

Writing a thesis is particularly appropriate for those students planning to pursue a PhD in rhetoric, composition, or technical communication. The following guidelines are designed to guide students through the thesis-writing process in the MATC program at Texas State University.

1. **Select a Thesis Director.**
   - Choose someone with a background and/or interest in your topic
   - Keep in mind that individual faculty in the MATC program may direct only 5 theses concurrently.

2. **Select at least two additional faculty to serve as members on your thesis committee.**

3. **Get a copy of the "Thesis Handbook" distributed by the Graduate College (available online).**

4. **Familiarize yourself with important procedures and deadlines detailed in the handbook.** *The Graduate College observes strict deadlines for submission of thesis materials, especially in relation to commencement. These deadlines fall approximately 1 1/2 months before actual commencement dates.*

5. **Work with your thesis director to develop a thesis proposal ("Thesis A").**

6. **If relevant, complete all steps required to receive Institutional Review Board (IRB) approval.**

7. **Submit the thesis proposal to your committee chair and committee members for approval and signatures.**

8. **Submit the thesis proposal to the Graduate College for approval and signatures.**

9. **Draft and revise the thesis in consultation with your director.**

10. **Ask committee members how active they would like to be in the thesis writing process.** *Some thesis committee members elect to work with the student and his/her director throughout the thesis writing process; most, however, prefer to read the thesis only when the student and director have decided that it is in a "finished" state—typically toward the end of the student's enrollment in the second semester of thesis hours ("Thesis B").*

11. **Schedule the oral defense of the thesis.**

12. **Submit copies of the finished thesis to committee members at least two weeks before your scheduled defense date.**

13. **Complete 1-hour oral defense.**