

- To be eligible to enroll for thesis or project (299), a student must have
  - been advanced to candidacy for the master's degree.
  - maintained a B (3.0) average on his contract program.
  - completed at least six units on the Fresno campus of Fresno State College.
  - completed any course in research techniques required by his major department.
  - selected the general area in which he wishes to undertake the study.
  - petitioned for and received official acceptance by a thesis committee.
- A student may enroll in 299, thesis or project, at any time after he has met the requirements listed in (a) through (f) above. However, if a student fails to enroll within one semester (excluding summer sessions) after his official acceptance by a thesis committee, the committee is dissolved and its members are relieved of further obligation to the student.
- A student whose thesis is planned to extend over more than the semester in which he first enrolls in 299 may receive an "In Progress" (IP) grade, which may remain in effect for one full year after being recorded. If at the end of this time the thesis has not been completed, the chairman of the thesis committee through the Graduate Office will request the changing of the "In Progress" to a clear "Withdrawal." With the recording of a "W," the thesis committee and the library are relieved of any further thesis obligation to the student. After the recording of a "W" for 299, the student must re-enroll and apply for a new committee in each subsequent semester or summer session during which he uses the library or draws on faculty time in connection with his thesis. The new committee will not necessarily be composed of the same personnel and is not necessarily bound by the decisions of the former committee.
- After a thesis or project has received the approval of the student's thesis committee it is submitted to the Graduate Office for acceptance by the college. The due date in the Graduate Office is two weeks before the close of the semester or summer session.
- Before a thesis is officially accepted by the Committee on Graduate Study, it must meet the approval of the Committee's Technical Adviser, who passes on matters of format, documentation, and quality of writing. To avoid time-consuming retying, students are urgently advised to submit the semifinal draft of the thesis to the Technical Adviser for tentative approval prior to the final typing. Students are further urged to consult the Technical Adviser during the process of writing the thesis and to follow meticulously the Specifications for the Master's Thesis, copies of which are available in the Graduate Office.
- Four copies of the thesis or project are required, three to be retained by the college. A fee for binding is due and payable at the Fresno State College Association Office on the date of final submission. A student who wishes to retain more than one bound copy may arrange for the extra binding by paying an additional fee. For binding fee, see page 54.

#### FIELD STUDY

In addition to all other requirements, six units of directed field study are required of master of science degree candidates who do not have experience in the occupational field. Indication of the student's provisions for meeting this requirement must appear on the contract program.

#### APPLICATION FOR DEGREE

An application for the master's degree must be filed in the Student Record Office in accordance with the published date in the college calendar, page 8. (For diploma fee, see page 54.)

Failure to complete requirements for the degree during the semester of application necessitates the filing of a new application for the semester of actual completion.

#### FOREIGN LANGUAGE REQUIREMENT

Fresno State College does not have a general foreign language requirement for the master's degree. Some specific master's degree majors do, however, require competence in an appropriate foreign language. (See page 69 and department requirements.) Students who contemplate graduate study beyond the master's degree are urged also to investigate foreign language requirements in the institution in which they anticipate advanced graduate study.

#### MAXIMUM STUDY LOAD

Students are warned that graduate courses require substantially more concentrated study than do undergraduate courses. During the fall or spring semester 16 units is the maximum load for graduate students in full-time attendance when one or more courses in the 200 series are included. Students employed full time may take a maximum of 6 units. The maximum for summer session is one unit per week of attendance.

#### GRADE REQUIREMENTS

All graduate students will be held to the scholarship standards listed on page 63. No course with a grade below C may apply on a master's degree contract program.

To be eligible for advancement to candidacy, a student must have earned a B average on all upper division and graduate course work completed after the date of embarking on the first course to be included in the master's degree program.

To be eligible for enrollment in the thesis or project or in a seminar alternative to the thesis, a student must have been advanced to candidacy and must have maintained a B average on his contract program.

To be eligible for the granting of the degree, a student must have maintained a B average on his complete contract program. Any grade earned in a course on the contract program continues to figure in the grade-point average, even if that course is for any reason later dropped from the program.

#### EXAMINATIONS

In addition to the qualifying examinations required for advancement to candidacy for the master's degree all departments reserve the right to require written or oral comprehensive examinations when circumstances demand. A few departments require final comprehensive examinations of all their students. Candidates are urged to consult the chairman of the division graduate committee or the Graduate Office about examination requirements.

#### EXTENSION OF TIME

A period of seven years is allowed for the completion of all requirements for the degree. A student whose program has been interrupted by military service should consult his adviser about provisions for military extensions. Otherwise, time may be extended only by the substitution of recent courses for outdated ones or by the passing of comprehensive examinations in the relevant courses or subject field.