

College of Education and Professional Studies Flow Chart for 699 Research Project Approval

Purchase the *Publication Manual of the American Psychological Association*

<http://www.apa.org/>

(if have not yet done so)



Select Committee Chair

(must be member of the Graduate Faculty)



Select Committee Members

(Minimum 2 in addition to Chair)

(Must be member of the Graduate Faculty)



Work with Committee Chair to Develop Proposal

(Committee Chair may require a 1-3 page working paper to approve the concept before the prospectus is begun. Proposal should be equivalent to the first three chapters of final document.)



Distribute Draft of Proposal to Entire Committee with Committee Chair's Approval



Hold Proposal Meeting



Committee Approval of Proposal

(Student can now register for 699 Research Project)



Submit Application to Institutional Review Board for Approval if Research Project involves Human Subjects



Director of Graduate Studies coordinates activities with Public Schools

(if necessary)



Begin Data Collection
(only after Committee and IRB approval)



Present Draft of final Research Project to Chair of Committee



**Present Draft of Research Project to Committee when approved
by Committee Chair**



**Schedule Oral Examination When Research Project is Approved
by Committee**



Oral Examination of Research Project by Committee



**Make Final Corrections Required by Committee and Obtain
Committee Signatures**



**Submit Research Project to the Director of Graduate
Studies for Signature Approval**

(Must be submitted to the Director of Graduate Studies no later than the last day
of class in the semester of expected graduation)