

Prospectus Guidelines for MFA Thesis

The Prospectus Meeting is held before the Thesis I semester. The key purposes of the Prospectus meeting are as follows:

1. To ensure that students focus carefully on the subject matter and goals of their intended thesis.
2. To ensure that the proposed work and timeline for completion are clear
3. To clarify the role of the primary thesis advisor and to arrange any future meetings and draft submissions between student and primary thesis advisor.

An electronic copy (or hard copy, if requested) of the Prospectus should be sent to your primary thesis advisor one week before the scheduled meeting in order to allow him/her time to review.

Please address the following on the cover page of your Prospectus:

Name
Genre(s)
Proposed title of thesis
Primary advisor
Outside reader (optional)
Administrative advisor

The body of the Prospectus should be a written statement (three to five double-spaced pages) describing the scope of the intended thesis and the way in which it will be pursued. Students should discuss briefly the subject matter and theme(s) of the work, the intended audience, models for the project, the amount of work completed thus far, and any outside reading or research anticipated. Students may include a bibliography if they wish. Students may include a chapter outline or discuss methodology, and should also include questions, areas of concern, or aspects of the project they need assistance with.

Students should bring a **hard copy** of their Prospectus to their Prospectus meeting for their primary advisor to sign off on. Students should also bring their Thesis I registration form to have their primary thesis advisor sign. Both the signed Prospectus and signed registration form should be turned in to the CWP office after the Prospectus meeting.