

## UBCO School of Health and Exercise Sciences: MSc Thesis Proposal Guidelines

In an effort to ensure appropriate degree progression, the School requires all MSc students to have their thesis proposal approved by their Supervisory Committee within 16 months of entering the program (barring a leave of absence).

For the thesis proposal, a written document is required but, at the discretion of your supervisor(s), you may also be asked to deliver a presentation to your Supervisory Committee. The final version of the written proposal should be between 5-30 double-spaced pages and describe the research you intend to conduct for your thesis. The finished proposal must reflect your work but you are encouraged to consult with the members of your Supervisory Committee as you compose the document. That is, show them drafts of the proposal and use their feedback to improve your research plan. Ensure that your Supervisory Committee receives the final draft of the proposal in a timely manner prior to any meeting to discuss approval of the document.

Although there is flexibility in terms of the length and exact formatting (this will be at the discretion of your Supervisory Committee), the final version of your proposal must include information on the following categories (it is not necessary to use these exact headings):

1. Statement of the research objectives: This should be brief and to the point. It indicates that you have gone from a general area of interest (e.g., health behaviour change, cardiovascular and respiratory physiology, sensorimotor neuroscience and neuromuscular physiology) to a focused area of research.
2. Relevance to existing literature: As an original contribution to knowledge, it is critical to identify how the thesis will fit within, and can advance, an established field of study. Questions to consider include: What is the history of the field of study? What is the current state of knowledge? What are the current gaps in knowledge? How will your proposed research contribute to an overall understanding of the field of study?
3. Research methods: Indicate the kinds of data you will collect and how they will be analyzed. Does the project require expertise with a particular piece of equipment or a particular interview technique? Indicate that you have the required training to conduct the research or indicate when and how you will obtain this expertise.
4. Timeline: Provide an estimate of when you plan to carry out the various phases of your work (e.g., obtain ethics approval, collect and analyze data, write and revise) and defend your thesis. Be sure to consider non-research related duties such as work as a teaching assistant. Finally, consider indicating scholarships and awards to which you will apply.

When your Supervisory Committee has approved the document, the Thesis Proposal Approval Form must be completed, signed, and emailed to the School's Graduate Program Assistant ([fhsd.graduateprogram@ubc.ca](mailto:fhsd.graduateprogram@ubc.ca)), along with a copy of the written proposal.