

Business & Management Department
Bachelor (UG) Thesis Proposal Form

Who Should Use This Form?

Undergraduate business and management students who are submitting a proposal to their thesis supervisor.

Important Information

If your proposal is approved, you will be registered as a thesis-writing student. You will have one semester to complete the thesis.

How to Submit

Submit this completed and signed form to your supervisor when you submit your proposal. For due dates, please review the departmental website's *Thesis - Undergraduate* section.

Student Name	
Student ID	
Major	
Thesis Supervisor	
Second Reader	
Title	
Primary Research Question	
Requested Registration Period (e.g. Fall or Spring Semester)	
Abstract (250 words or fewer)	

Your Proposal

I hereby certify that my proposal includes the following sections. Your supervisor may ask you to submit more or less than what is listed below.

1. **a brief abstract of your research proposal (250 words or fewer)**
2. background on your research topic and an explanation of why it is worthy of further inquiry
3. academic and practical objectives of your proposed research
4. **a central question (hypothesis) that the research addresses, followed by sub-questions**
5. **if applicable, an approval from IRB about the involvement of human subjects**
6. any potential use of university equipment
7. an overview of the literature that will be used (with a list of references at the end of the plan)
8. a brief literature review that discusses some key references/findings
9. a discussion of the main methodological choices. *How will the research be conducted, and why? Which data will be used?* (sample size, sampling method, study design)
10. preliminary summary of the thesis' structure (chapters, paragraphs)
11. a detailed timeline of research activities, milestones, and agreed-upon deadlines

Institutional Review Board

My project requires IRB approval.	Yes	No
If yes, I have received IRB approval from St. Louis.	Yes	No
I have submitted proof of IRB approval to the department coordinator.	Yes	No

Guidelines and Due Dates

I have read the departmental thesis guidelines and am aware of the deadline(s) for my proposal.	Yes	No
---	-----	----

Signatures

Student Signature	
Thesis Supervisor	
Second Reader (If Determined)	
Faculty Advisor	
Department Head	

Office Use Only

Received by Dep. <input type="checkbox"/>	Proposal On File <input type="checkbox"/>	IRB Clearance <input type="checkbox"/>	Student Informed <input type="checkbox"/>
		Hold <input type="checkbox"/>	Registered <input type="checkbox"/>