

**TO: Master's Students in Engineering**

**FROM: M. K. Kassir, Associate Dean for Graduate Studies**

**RE: Requirements for Mater's Thesis**

**Date: April 14, 2003**

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- 1- The general form of the Master's Thesis should conform to the standard of a professional journal. It should have an abstract, table of contents, list of figures, list of tables, suitably arranged references, as well as an introduction and conclusion.
- 2- The thesis must have a cover sheet signed by the Advisor and the Department Chairman. The latter signature will signify that the Departmental requirements have been met. Departmental requirements may include oral presentation, committee's approval, chair's approval, etc. A sample cover sheet may be obtained from the Graduate Engineering office.
- 3- Two copies of the thesis in a form suitable for binding must be submitted to the Graduate Engineering office.
- 4- The thesis must be accepted by the Associate Dean for Graduate Studies.
- 5- Only full-time faculty of professorial rank may act as advisors. Exceptions to the rule may be made upon request to the Associate Dean for Graduate Studies by the department chairman.