

**DEPARTMENT OF ENGLISH**  
**Assignment of Thesis Advisor/Registration for ENG 590**

**Student's Name:** \_\_\_\_\_ **Student's ID:** \_\_\_\_\_

**Student's email address** (please print legibly!): \_\_\_\_\_

**Number of graduate credits completed\*:** \_\_\_\_\_ **\*Note:** to be eligible to write a thesis, students must have completed at least 15 credit hours in the program with an average of 3.0 or better.

**GPA\*:** \_\_\_\_\_ (please attach unofficial transcript)

**Degree Program** (circle one): M.A. M.S.

**For M.A. candidates, has the language requirement been met?** (circle one): Yes No

**Semester in which you wish to register for thesis credits:** Spring / Fall \_\_\_\_\_  
Year

**Number of Thesis credits desired:** (circle one): 3 6

**Semester in which you plan to complete & win approval\* for thesis:** Spring / Fall \_\_\_\_\_  
Year

**\*Note:** A final draft of your thesis is due 10 weeks before the end of the semester in which you plan to complete the thesis.

**Thesis Topic:** \_\_\_\_\_

**Name of Requested Thesis Advisor:** \_\_\_\_\_

\_\_\_\_\_  
**Requested Advisor's Signature**                      **Date**                      **Potential Second Reader\***

**\*Note:** Advisor and student consult and suggest three possible second readers for the thesis, in order of suitability. When one of these potential readers has agreed to serve on the committee, you will be notified.

\_\_\_\_\_  
**Potential Second Reader**

\_\_\_\_\_  
**Potential Second Reader**

**Approved:** \_\_\_\_\_  
**Graduate Coordinator**                      **Date**                      **English Dept. Chairperson**                      **Date**

**Registration Process for English 590, thesis seminar:**

- Student and thesis advisor complete this form together.
- The student submits the form to the Graduate Coordinator, who will pass it on to the Dept. Chairperson. When both have signed it, the form will be returned to the Thesis Advisor, who must then request that a section of ENG 590 be opened for the student (**see reverse of form for details**). Once a section is opened and permission has been entered, the advisor will inform the student that s/he has permission to register—there is only a five-day window to do so, so please register expeditiously!
- If the student registers for three credits one semester, s/he will need to ask for the additional three credits the following semester. If the student registers for all six credits at once, s/he will receive a grade of "I" until the thesis is completed and approved.