

**Colorado School of Mines
Nuclear Science and Engineering Program**

Procedures for M.S./Ph.D. Proposals

Approved 3/20/2013

General Requirements

- The proposal process consists of a written proposal document, an oral proposal presentation, and an oral examination by the Thesis Committee.
- The proposal presentation must be advertised and open to the CSM academic community.
- The Thesis Proposal must be delivered to the Thesis Committee in a form acceptable to the members of the committee at least 5 working days before the Proposal Defense.
- The Proposal Defense is scheduled using the NSE Proposal Defense Request form available on the NSE web site (<http://nuclear.mines.edu/Student-Information>). This form must be signed by the Nuclear Science and Engineering (NSE) Program Director and submitted to the NSE Graduate Education Specialist at least five working days before the date of the Proposal Defense.
- The candidate is also responsible for submitting an abstract for the Proposal Presentation to the NSE Graduate Education Specialist at least five working days before the date of the Proposal Defense, to be used in preparing advertising materials.
- The NSE Graduate Education Specialist will prepare the advertising materials and advertise the Proposal Defense, with copies to the NSE Program Director and the candidate's home department.
- The home department may conduct additional advertising at the department's discretion.
- It is the responsibility of the candidate to make all of the scheduling arrangements for the Proposal Defense, including finding an acceptable time for all Committee members and arranging for an appropriate location.
- The Proposal Defense must be attended by all members of the Thesis Committee; however, two-way remote attendance via telecon or webcast is acceptable if a given Committee member cannot be present in person.
- The Proposal presentation and questions from the audience and the committee are open to the CSM academic community.
- The deliberations of the committee are private and confidential.
- The results of the Proposal Defense shall be communicated to the NSE Program Director in a timely fashion using the Thesis Committee Report form available on the Graduate School web site.
- The NSE Program Director is responsible for submitting the Thesis Committee Report form to the NSE Graduation Education Specialist, for inclusion in the candidate's NSE Program File.

Master of Science in Nuclear Engineering

- An M.S. Thesis Proposal must be successfully defended at least one semester before the corresponding M.S. Thesis Defense is scheduled.
- The M.S. Thesis Proposal should include the following items:
 - I. A clear explanation of the Objectives and Goals of the proposed thesis
 - II. A complete Background section describing the technical background needed to understand the proposed thesis project
 - III. A summary of the Work Completed to Date
 - IV. A Research Plan for the completion of the thesis research, including a proposed schedule and major milestones
- The Thesis Committee should seek to determine if the proposal is realistic and achievable, and if the candidate is ready to proceed on the proposed research.

Doctor of Philosophy in Nuclear Engineering

- A Ph.D. Thesis Proposal must be successfully defended before the student is admitted to candidacy, and at least one academic year before the corresponding Ph.D. Thesis Defense is scheduled.
- The Ph.D. Thesis Proposal should include the following items:
 - I. A clear explanation of the Objectives and Goals of the proposed thesis
 - II. A complete Background section describing the technical background needed to understand the proposed thesis project
 - III. A summary of the Work Completed to Date
 - IV. A Research Plan for the completion of the thesis research, including a proposed schedule and major milestones
- The Thesis Committee should seek to determine if the proposal is realistic and achievable and if the candidate is sufficiently well versed in the technical areas relevant to the candidate's Ph.D.