

CULMINATING EXPERIENCE AGREEMENT (OPTIONAL)

Name: _____
Culminating Experience Chair: _____
Program: _____

Having met with my Culminating Experience Chair, I am prepared to accept the following responsibilities during the semester in which I register for the thesis or project.

1. I understand that my Culminating Experience Chair is prepared to meet with me on a regular basis, although I must schedule our appointments. During this time, my Culminating Experience Chair will read my draft efforts, advise on research directions, and guide me toward a completed manuscript.
2. I understand that a completed effort requires perfect spelling, good grammar and correct punctuation. Although my Culminating Experience Chair will be helpful in these matters, attaining the standard for Graduate Studies' acceptance is my responsibility.
3. I understand that format is my responsibility and must meet CSUS standards. These can be obtained from the Graduate Studies Office the CSUS Guide for Thesis Format or the CSUS Guide for Project Format or on line at csus.edu/gradstudies/forms.htm.
4. The required format in the Department of Child Development is APA. Obtain the Publication Manual of the American Psychological Association (Latest Edition). Specific questions regarding format may be directed to the Department Office.

I understand that completed work will not be accepted unless it meets the format standards of the University, as interpreted by the Department of Child Development and University Graduate Studies Office.

5. I understand that I must take care of my own progress toward the completion of my thesis or project. This requires knowing the dates when the final copy of the thesis or project must be turned in to the Department Office (April 15 for Spring completion, July 15 for Summer completion and November 15 for Fall completion), and when other documents must be submitted (e.g. advancement to candidacy, application for graduation, etc.). In the preparation of a thesis, I must select a second reader who will need to be informed of my progress. My second reader will need approximately two weeks or as agreed upon to review the final draft on my thesis.
6. I understand that if I do not complete my work during the registered semester, that I may have three additional semesters in which to complete the project/thesis. During this time, I must register through Continuous Enrollment. To obtain this extra time, I must make satisfactory progress (as determined by my Culminating Experience Chair) during the registered semester.
7. I understand that the availability of my Culminating Experience Chair during the summer months cannot be expected and must be discussed beforehand.
8. I have taken a graduate course in research methods and I am prepared to meet the standards of thoroughness, honesty, and careful attention to references that such an undertaking requires.
9. I understand that this is an adventure, and that I may be surprised, disappointed, frustrated and overworked, but I expect to be both proud of my work and pleased with my efforts when I am finished.

10. _____
11. _____
12. _____

Signature _____ Date _____