
**INSTRUCTIONS FOR TOPIC PROPOSAL OF INDEPENDENT STUDY, THESIS,
DISSERTATION, PROJECT DESIGN, OR SCHOLARLY PROJECT**

The proposal of a topic for an independent study, thesis, dissertation, project design, or scholarly project must be approved before a student may become a candidate for a degree. Students will not be permitted to graduate in the same semester or summer session in which they become a candidate and, therefore, must receive approval prior to their final semester. The proposal should be submitted and approved before substantial work on the topic is undertaken.

Students need approval from the Research Development & Compliance Office if the topic involves any of the below listed research. Your Topic Proposal will not be approved until approval is received from the appropriate committee. Please contact the Research Development & Compliance for information at (701) 777-4279 or www.und.edu/dept/rdc

- IRB (*Institutional Review Board*) if the research involves human subjects. Contact: Research Development & Compliance at (701) 777-4279 or www.und.edu/dept/rdc
- IACUC (*Institutional Animal Care & Use Committee*) if the research involves animal subjects. Contact: Center for Biomedical Research (701) 777-4493
- IBC (*Institutional Biosafety Committee*) if the research involves the use of recombinant DNA or biohazardous materials. Contact: Research Development & Compliance at (701) 777-4279 or www.und.edu/dept/rdc
- RSHMC (*Radiation Safety & Hazardous Materials Committee*) if the research involves the use of radiation and hazardous materials. Contact: Safety & Environmental Health Office at (701) 777-3341. The research must be done under an authorized faculty member.

The proposal must be in narrative style and include 1) a title, 2) a brief description of the nature of the problem or study, 3) the procedure or methodology to be followed, and 4) the anticipated results. The information presented should be such as to aid the advisor or advisory committee in ascertaining whether the problem or study is appropriate for the diploma or degree sought.

Using the page provided, type the proposal, secure the necessary approval signatures and submit the **original** to the School of Graduate Studies. **(Please try to keep the proposal to one page in length)**. Non-thesis students need only their advisor's signature; all other students need the signatures of their entire committee. The advisor, department, and the student will receive an approved copy.

**THE PROPOSAL MUST BE FILED IN THE SCHOOL OF GRADUATE STUDIES BEFORE
ADVANCEMENT TO CANDIDACY.**

TOPIC PROPOSAL

Name _____	Student ID # _____
Address _____	Phone _____
City/State/Zip _____	Email _____
	Expected Graduation Date _____

Independent Study Thesis Dissertation Project Design Scholarly Project DNP Captstone

Proposed Title:

Answer the following questions (required):

The research involves Human Subjects: Yes No
If yes, IRB (*Institutional Review Board*) approval date: _____ Project #: _____

The research involves Animal Subjects: Yes No
If yes, IACUC (*Institutional Animal Care & Use Committee*) approval date _____ Project #: _____

The research involves the use of recombinant DNA or biohazardous material research: Yes No
If yes, IBC (*Institutional Biosafety Committee*) approval date: _____ Project #: _____

The research involves the use of radiation & hazardous materials: Yes No
If yes, RSHMC - *Radiation Safety & Hazardous Materials / name of authorized faculty* _____

If you have questions on the above requirements, please contact the appropriate committee:

IRB- human subject research - Office of Research & Program Development at (701) 777-4279 or <http://und.edu/research/resources/>

IACUC - animal research - Center for Biomedical Research (701) 777-4493

IBC - DNA or biohazardous material research - Research Development & Compliance at (701) 777-4279 or <http://und.edu/research/resources/>

RSHMC - radiation & hazardous material research - Safety & Environmental Health Office at (701) 777-3341

Advisor or Chair _____	Committee Member _____
Date _____	Date _____
Committee Member _____	Committee Member _____
Date _____	Date _____
Dean of the School of Graduate Studies _____	Member-at-Large _____
Date _____	Date _____

Non-thesis students need only their advisor's signature; all other students need the signatures of their entire committee:

In *narrative style*, describe the nature of the problem/study, the procedure or methodology to be followed, and the anticipated results (please keep the proposal to one page in length).