

Environmental Science M.S. Degree Prospectus Guidelines Project Track Students

Procedures & Deadlines

The prospectus must first be approved by the Cal State LA Project mentor and the Off-campus Project mentor, and then by an additional Project Committee member (Cal State LA faculty member). It is the student's responsibility to consult with the Cal State LA Project mentor during the semester when the prospectus will be submitted regarding the internship/deadlines. The prospectus needs to be approved by the project committee and for Biology Option, the Department of Biological Sciences Graduate Affairs committee (GAC) prior to the start of the internship period. Note that completion of a prospectus and approval typically take several weeks. After the Cal State LA and Off-campus Project Mentors approve the prospectus, it must be given to the other Project Committee Member no later than the Monday of the 12th week of the semester preceding the project, and, for Biology Option, the Project Committee approval form should be submitted to GAC by the 14th week of the semester preceding the project.

All deadlines are firm.

Evaluation of the Prospectus

The two Project Mentors (Cal State LA and Off-campus) will work with the student ensuring that the objectives and goals are achievable. *Note: upon accepting a student, an off-campus mentor will be advised of this requirement and be given a copy of the M.S. degree Prospectus Guidelines by the Program option Advisor.* The other Project Committee member will then carry out an evaluation for the same objectives as above. At this point, the committee will approve, conditionally approve, or not approve the prospectus. Upon approval students may begin the project and add project/thesis units (ENVS 5950/5990). If conditionally approved, or not approved, it will be returned to the student with suggestions for improvement and a stipulation of a deadline for revisions. Students not meeting this deadline may not add project/thesis or research units.

Name: _____

**Environmental Science M.S. Degree Prospectus and Approval Form
Project Track Students**

Department of Geosciences and Environment
CALIFORNIA STATE UNIVERSITY, LOS ANGELES

Name _____ Signature _____

CIN _____ Phone _____

CSULA Project Advisors:

Primary Advisor _____ Signature _____

Committee Member _____ Signature _____

Off-campus Project Advisor

Name: _____ Signature _____

Address: _____ Email: _____

Option: Env-Hydrogeology Env-Biology Env-Engineering

Biology Students only: Date Prospectus Approved by GAC _____

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Title (Conveys the specific nature of the proposed internship, only the first word and proper nouns are capitalized, or all words except for articles, prepositions, and conjunctions are capitalized.)

Objective(s) of the project (150 words) (Avoids acronyms, abbreviations, and technical jargon specific to the field.)

Name: _____

Project /Activities (400) (Include specifics on the project site, the tools to be used, and the specific role the student will play and what role the off-campus Mentor will have).

Project Significance (300) (Considers how the proposed work will fill gaps in current knowledge, contribute to the advancement of scientific knowledge and/or to the good of humanity, and include the significance to your own professional development.)