

Guidance by FHS Graduate Studies Committee (GSC) for MS Theses or Project
Proposals for review by GSC

Please find attached a proposal template. Below are some guidance notes to bear in mind in preparing the proposal.

- 1) AUB requires that Graduate Studies Committees approve all thesis titles and committees. The purpose of the FHS GSC review is also to ensure the scientific rigor of the proposed thesis or project. Students will receive (copied to advisors) feedback if any from the GSC review that is useful for revision and quality improvement.
- 2) The thesis or project proposal must be approved by the advisor(s) and all committee members, and the version (with date indicated) must include a statement that this approval has been obtained.
- 3) Thesis/project proposals need to be reviewed and approved by the GSC before they are submitted for IRB approval.
- 4) Timing of proposal submission to GSC: it is recommended to submit the thesis proposal to the GSC early on in the semester before the student expects to graduate. Please note that Student Services needs to receive the final proposal version that has been approved by all committee members a week before the date of the GSC meeting at which it will be reviewed.
- 5) Please note that the background section of the proposal should be very focused on the proposed study and only provide enough detail needed to facilitate assessment of the proposed methods of the study. It is NOT a detailed literature review. For quantitative analysis, some limited literature review on key variables should be included.
- 6) The methods section of the proposal should provide relevant information about all phases of the study, details about the data source if secondary analysis, and about data collection if involved.
- 7) If more than one person is involved in the study a section on the role of the student whose proposal it is needs to be clearly delineated.
- 8) As noted below, the maximum length of the proposal is 1000 words (or 4 pages single spaced).

American University of Beirut
Faculty of Health Sciences
Department of -----

Thesis/Project Topic:

Insert Thesis/Project Title

Presented by:

Student's name:

MS in[Program name]

ID:

Expected date of graduation:

Date of proposal version:

Thesis Committee:

Dr. [Name] (Advisor), [Title, affiliation, department]

Dr. [Name] (Co-Advisor), [Title, affiliation, department]

Dr. [Name] (Committee member), [Title, affiliation, department]

Dr. [Name] (Committee member), [Title, affiliation, department]

**CONFIRMATION THAT THIS THESIS/PROJECT PROPOSAL VERSION WAS
APPROVED BY ALL COMMITTEE MEMBERS**

THESIS/PROJECT PROPOSAL

Background and Problem Statement: *[no more than one page]*

Research question and Objective(s):

Hypothesis/es *[only if applicable]:*

Methods:

Study design/methodological approach

Data sources [if secondary analysis]

Concepts and Measures

Study population and Sampling

Data Collection [if applicable]

Analysis Plan

Significance for Policy/Interventions:

Ethical Considerations and Plans for IRB approval *[if applicable]:*

Key References: *[no more than one page]*

Proposal needs to have page numbers

Page limit: Maximum length of total proposal is 4 pages or 1000 words. Background section should not be more than one page. Maximum 1 page of references.