Proposal for an MA Thesis (or a Research Essay)

Title

Student’s Name

Student ID

Date

Notes:

* Please follow the latest APA Style Manual to format your proposal.
* Please use Times Roman, 12 point size font, and double-space your proposal.
* Please number all pages.

The body of the proposal should be no longer than 5 double-spaced pages, not including the title page, list of references, the acknowledgement, the statement of proposed supervisor(s), and appendices.

## Acknowledgement

If you have received any assistance in writing the proposal (e.g., as part of a tutorial, a course, or an exchange with a faculty member or classmate), you must acknowledge this and briefly explain the nature and extent of the help that was provided.

## Proposed Supervisor(s)

You are encouraged to propose names of faculty members whose expertise you think might be most suitable for your project, along with a short rationale. (The Proposal Committee and the ALDS Graduate Committee may suggest other names based on your proposal and faculty members’ availability).

## Research Ethics

State whether your proposed research project will require an ethics review, briefly explaining why or why not. If it will require an ethics review, also briefly explain:

1. the anticipated risks and benefits of the proposed research for the research participants;
2. how you are planning to recruit the participants and obtain their informed consent;
3. whether you are anticipating difficulty in obtaining research ethics clearance because of any specific circumstances (e.g., vulnerable population, nature of the participant relationship to researcher, conflict of interest). If so, please explain how you are planning to address this anticipated difficulty in your research ethics application.

**Note**. Research ethics applications for **thesis projects** that require ethics review will have to be submitted to the university’s [Research Ethics Board CUREB-A](https://carleton.ca/humanresearchethics/). Research ethics applications for **research essay projects** that require ethics review will have to be submitted to the [SLaLS Research Ethics Sub-committee Board](https://carleton.ca/slals/forms-resources/) (RESB). However, no research ethics application should be submitted for an MA thesis or research essay project until the ALDS Graduate Studies Committee has formally approved the project.

## Proposed Research Project (no more than 5 pages)

Provide a well-structured outline of your proposal for a thesis or a research essay, specifying the objectives of the research, background, research question(s), methodology, and significance of the research. You may organize your proposal in whatever ways best suit your research project and rhetorical purposes, bearing in mind the evaluation criteria that will be used by the ALDS Proposal Review Committee. It may be helpful to use subheadings, but this is not a requirement.

Research proposals vary in shape and organization, with different types of projects calling for different proposals. Guidance about ways to structure proposals for MA thesis and research essay projects is provided in ALDS 5002.

## References

In APA style, on a separate page. All reference entries must have a hanging indent (as shown in this paragraph). All references cited in the proposal must be in the reference list. A bibliography of additional references (which you may not have read yet but plan to read) can also be appended.

## Appendices

Proposals often include, where applicable, appendices such as a figure providing an overview of the research design and the completing timeline for the project, a research instrument (devised specifically for the proposed study or taken/adapted from a previous study), or a set of interview questions.