

DEPARTMENT OF URBAN AND REGIONAL PLANNING 6950/6960:

REQUEST FOR CLIENT PROJECT/THESIS COMMITTEE

NAME \_\_\_\_\_

DATE: \_\_\_\_\_

BRONCO ID \_\_\_\_\_

DAY PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

PRELIMINARY TITLE OF PROJECT/THESIS:

\_\_\_\_\_  
\_\_\_\_\_

**I CERTIFY THAT I HAVE PASSED ALL 5000-LEVEL CORE COURSES AND HAVE PASSED THE GWT (OR OFFICIALLY WAIVED THE GWT REQUIREMENT WITH THE UNIVERSITY).**

**STUDENT'S**

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**This form and a Client Project/Thesis Proposal must be completed, signed and on file in the Urban and Regional Planning Office within three weeks of the start of the first semester you register for URP 6950/6960.**

The Client Project / Thesis Proposal is a 1-2 page typed proposal describing your project or thesis topic. For the project, identify the potential client, the need for the project and its goals, and prepare a scope of work, schedule and analysis methodology. For the thesis, include the type of study you are undertaking, the research question or research claim, preliminary methodology, a description of the literature to be reviewed, what you expect to learn from the study, and the potential contribution to planning. The Thesis Proposal should follow a review of "Demystifying the Thesis," which is available in the Department office and discussions with your intended Thesis Committee Chair.

The Committee must consist of three members. The Client Project Committee Chair must be a tenured or tenure-track faculty member of the Department. The second member may be a Department faculty member or, upon approval from Client Project Committee Chair, be from another campus department. The third member must be a representative from the organization or firm with whom the student is partnering on the project. The Thesis Committee Chair must be a tenured or tenure-track faculty member of the Department. The second member must be a faculty member at Cal Poly Pomona. The third member, upon approval of the Thesis Committee Chair, may be from outside the campus with a master's degree and professional experience related to the student's topic. At least two members of the Thesis Committee must be tenured or tenure-track faculty members.

We have reviewed the attached Project/Thesis Proposal and agree to serve on this student's Committee:

\_\_\_\_\_  
COMMITTEE CHAIR NAME                      COMMITTEE CHAIR SIGNATURE                      DATE

\_\_\_\_\_  
COMMITTEE MEMBER NAME                      COMMITTEE MEMBER SIGNATURE                      DATE

\_\_\_\_\_  
COMMITTEE MEMBER NAME                      COMMITTEE MEMBER SIGNATURE                      DATE

**REVIEWED AND APPROVED BY:** \_\_\_\_\_  
GRADUATE COORDINATOR SIGNATURE                      DATE