

UNIVERSITY OF CHICAGO
DEPARTMENT OF ANTHROPOLOGY
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PROPOSAL HEARING

Requirements

Before the proposal hearing is scheduled, the student must have completed the following:

1. Master's Paper (or approval of equivalence)
2. PhD Qualifying Examination/Orals
3. University Language Examination
(You need a P* not just a P)

Scheduling

Request hearing date well in advance. Mondays are the only days hearings are scheduled, and then only during the regular term.

No proposal hearings are scheduled between June 15 and October 1 without agreement of all parties concerned and the ability to constitute a quorum.

Apply for clearance for your fieldwork from the Committee for the Protection of **Human Subjects'** Rights in sufficient time to receive approval prior to departure for the field. For the application and more information, consult the IRB Website at < <http://sbsirb.uchicago.edu/>> **NOTE:** This clearance is **required**.

Procedure

TWO WEEKS BEFORE THE HEARING

1. Submit Proposal Approval Sheet, signed by your committee, to Haskell 119. (**At least 3 signatures are necessary.**)
NOTE : Thesis proposals are *limited to 30 double-spaced pages of text* [12 point] excluding footnotes and bibliography
2. Submit **1 copy** (*via E-mail*) of a half page precis of your proposal to H 119. Please also include 4 or 5 key words (e.g., Thailand, Buddhism, goddess, cults, culture change -- in the style of *American Ethnologist*).
3. Submit **1 copy** (*via E-mail*) of the whole proposal to H 119. (This is **in addition** to copies given to your committee.)

Remember that prior to departure for the field, you must arrange in H 119 for appropriate registration during your absence. It is also not premature at this point to note that the PhD dissertation resulting from your research should be written with the understanding that it will become a **public** document, at the very least available through the University of Chicago Library and ProQuest/UMI in Ann Arbor.