RESEARCH TOPIC APPROVAL FORM

For Empirical Research

Name: _____ Degree Sought: _____ Date: _____

Suggested Title: _____

_____

Process: Briefly describe your study in a page or two, and share it with professors. As you negotiate your topic, method, and committee, this document should grow to 5-10 pages in length, and should include the sections listed below (instruments and references may also be attached). **Directions:** When the topic request is sufficiently developed for the committee to accept, it should be submitted to the Program/Department Committee. This constitutes preliminary approval for a thesis/ dissertation, and final approval for a project.

1. Briefly state the topic and give reasons for your interest in it. (Intro)
2. State the relationship between the proposed topic and a biblical worldview.
3. Briefly share from the literature why this topic is timely, important, and not yet addressed. (Gap in literature—not the whole lit review)
4. Purpose/problem you plan to address.
5. Describe the methodology and analysis to be applied in this research. Include a description or a copy of any instruments already selected for the study.
6. Briefly indicate the ethical issues involved in the research and how you will address them.
7. What resources/skills are needed to study this topic, and how will you find or develop them?

Proposed Committee

Signature on the line below indicates the following:

1. You are satisfied with the study design, methodology, and writing of the topic request.
2. The study proposes research worthy of the degree sought.
3. You are willing to serve on this committee in the capacity specified below.
4. Authorship of any publication or presentation resulting from this collaboration must be determined by consensus and must secure the written permission of all involved.

Proposed Research Advisor	_Research Advisor's Signature_	_Date_
Proposed Methodologist	_Methodologist's Signature_	_Date_
Proposed Member	_Member's Signature_	_Date_

Board of Studies Approval of Research Guidance Committee: _____ Date: _____

Comments/recommended changes: _____

☐ Committee requires Dean's approval   ☐ Committee requires approval of another Department

_____   _____
Dean's Signature   _Department Chair's Signature_

Project: ☐ Approved ☐ Submit proposal to Dept.   AdCom Approval**:** ☐ Required ☐ Not required

Thesis: ☐ Forward to Research Affairs Committee   ☐ Revise and resubmit

Comments: _____

_____

For the Dean: Topic Request Date: _____   Time: _____

Dean (or designee): _____ Research Director (or designee): _____