

ABSTRACT GUIDE

An Abstract is a brief summary of the thesis you plan to write. When you submit an abstract, you are asking permission to complete a project that will be officially recognized by and housed at WCU.

Your Committee and Department Head will read your abstract, suggest revisions if necessary, and determine whether your work should proceed.

Requirements

Your abstract should be a cogent and concise statement of the project or major problem of research. It should follow appropriate publication style and documentation rules (APA, MLA, etc.) of your discipline, and be free of grammatical and mechanical errors. The [Thesis/Thesis-Exhibition Abstract Form](#) requires:

1. A tentative title
2. Committee names and signatures
3. Student signature
4. Abstract (500 words or less)
 - a. An explanation of the current state of scholarship on your topic
 - b. An explanation of the methodology and/or unique approach you will use
 - c. A tentative summary or outline of the proposed body text

Note: Abstracts for creative theses, MFA exhibitions, or other unique projects may differ in their approach or scope, as defined by the discipline.

Approval Process

1. Thesis Director and Committee determine the abstract is complete.

2. Submit one copy of the signed [Thesis/Thesis-Exhibition Abstract Form](#) to the Graduate School four weeks prior to the end of the semester one term before your semester of graduation. *
3. The Dean of Graduate School and Research confirms the eligibility of the faculty nominated to your committee based on the [Thesis/Thesis-Exhibition Abstract Form](#) you submit.
4. The Dean will notify you, your Committee members, your Department Head, and your Graduate Program Director when the form is received and your Committee is approved.
5. You may only register for thesis credit for the following semester AFTER your abstract has been approved.

* For the exact deadline, see the Academic Calendar of the Graduate Catalog (follow the link in the Related Information section of the [Graduate School](#) homepage) or go to the [Thesis and Disquisition Information and Resources](#) web page. Abstracts are due at least one term before the term in which you plan to graduate and cannot be turned in during the summer term. (E.g., if you plan to graduate in the fall term, you must submit your Abstract during the preceding spring term).