



## Master of Biostatistics Program

MP - 2

### Master's Project Landmark 2| Project Proposal Approved by the Examining Committee

*Must Be Completed by **October 15** of the student's second year.*

Once the DGS has approved the specific aims and the composition of the examining committee, students should submit a detailed project proposal to all members of the committee for review and approval. Members of the committee will review the proposal and provide feedback; members may request clarification or modification of the proposal before approving. The student should work with their advisor to adequately respond to these comments and to determine whether they should be incorporated into the project proposal.

The project proposal should be 3-5 pages in length (appendices may be included with additional detail as necessary) and should include the following sections in the order shown below:

- Project title
- Brief description of changes to the project since the specific aims page was submitted
- Learning objectives
- Background – this section should be an expansion of the background from the specific aims page
- Specific aims and methods to be applied – list each aim separately and the detailed statistical methods that will be applied to address each aim
- Timeline – this section should show the finalized timeline that lists completion dates for relevant project milestones (for example, completing data management to create final analytic dataset, drafting statistical analysis plan, completing all planned statistical analyses, drafting presentation slides and written report, etc.)
- Date of the planned Progress Report Meeting with Examining Committee (see MP-3 for more details)
- Date of the final defense (see MP-4 for more details)

To submit the MP-2 form, students should turn the signed form in to the Program Coordinator and upload their project proposal to their Drop Box folder on the B&B Bulletin Board Sakai site. Project proposals should be submitted as a PDF file. The document should use the following naming convention: *MP2\_Lastname\_Firstname.pdf*.

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Student's Name and Email Address: \_\_\_\_\_

Committee Members (list name and email addresses only; signatures are not required):

Advisor's Name and Email Address: \_\_\_\_\_

Member 1 Name and Email Address: \_\_\_\_\_

Member 2 Name and Email Address: \_\_\_\_\_  
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**PLEASE SIGN THIS FORM ELECTRONICALLY. DO NOT SUBMIT PAPER FORMS.**

*In Adobe Acrobat, open the Tools menu and select Certificates → Digitally Sign and draw a box on the form where your digital signature will be placed. Make sure you do NOT check the box that says "lock document after signing" so that others can sign after you. There is no date field on this form because your digital signature includes a date.*  
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Advisor's Approval:

By signing below, I certify that I approve of the project proposal and have verified that the examining committee members have also given their approval.

Advisor's Digital Signature: \_\_\_\_\_  
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Director of Graduate Studies (DGS) Digital Signature: \_\_\_\_\_