

COLLEGE OF
AGRICULTURE
& LIFE SCIENCES

UNIVERSITY OF WISCONSIN-MADISON

Department of Landscape Architecture

CERTIFICATION MEMORANDUM

for

Proposed Thesis Title: _____

The student named above has satisfactorily completed all requirements for Degree Certification and all necessary supporting documentation is appended hereto.

Major Professor

Date

Committee Member

Date

Committee Member

Date

Committee Member

Date

DEGREE CERTIFICATION REQUIREMENTS

As soon after the semester as possible, but no later than the 12th week of the semester during which the student registered for their 24th credit, whichever is later, the graduate student must complete the following steps:

- A. Form a Thesis Committee and furnish the names of the committee members to the Department. The Major Professor and at least one committee member must be from the Department of Landscape Architecture.
- B. Prepare a complete list of courses and credits encompassing the entire master's program including courses completed as well as courses intended.
- C. Designate whether the degree is to be a M.S. or a M.A. degree.
- D. Provide each Thesis Committee Member with a Written Thesis Proposal. The thesis proposal must include:
 - 1. A clear statement of the problem and sub-problems to be addressed in the research.
 - 2. A justification of the importance of the problem vis a vis landscape planning, design, or management.
 - 3. Identification of the specific methodology by which the student intends to acquire answers to the questions.
- E. Meet with the Thesis Committee as a group and provide a written and/or oral explanation and defense of the course work and Thesis Proposal.
- F. Provide the Thesis Committee and the Graduate Program Committee with the name of the journal and its editorial policy for which the publication version of the thesis will be written.

Steps A through F must be satisfactorily completed in order for the graduate student to receive Degree Certification which is signified by a "certification memorandum" signed by the student's major professor and committee members showing the date of approval and filed with the Department.

A student may fail to achieve Degree Certification in either of two ways: 1) failure to complete steps A through F satisfactorily by majority consent of the Thesis Committee, or 2) failure to complete Degree Certification on schedule. In either case, the student, together with the major professor may elect to petition the Graduate Program Committee for a second opportunity to achieve Degree Certification. The Graduate Program Committee may decide to: 1) drop the student from the graduate program, 2) permit the student to achieve Degree Certification during the semester immediately following the semester in which the student failed to achieve Degree Certification. Should the Graduate Program Committee exercise the second option, the student must complete Degree Certification during that semester or be dropped from the program. The semester during which the student works on a second opportunity for Degree Certification, he or she may not hold an assistantship.

In cases where credits have been earned as a special student, approvals by the Thesis Committee and the Graduate School are required to have the credits accepted. Only those credits which apply specifically to the Thesis Proposal as outlined above may be counted toward the degree requirements.

STUDENT INFORMATION

Name: _____ Telephone _____
Current Address: _____ Home: _____
_____ Office: _____
Admitted to LA Program (Semester and Year) _____

ACADEMIC EDUCATION

<u>University/College</u>	<u>Major</u>	<u>Degree</u>	<u>Date Received</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PERTINENT EXPERIENCE, RESEARCH AND AWARDS

FINANCIAL SUPPORT WHILE AT THE UNIVERSITY OF WISCONSIN (Type and Duration)

RECORD OF GRADUATE STUDIES

Degree sought: MSLA MALA

Interest area: _____

<u>Required courses</u>		<u>When taken or expected</u>	<u>Grade</u>
LA 710 Theories of Landscape Change		_____	_____
LA 720 Critical Inquiry into Landscape Design Expressions		_____	_____
LA 750 (875 Landscape Architecture Design and Planning Methods		_____	_____
OR			
LA 920 Integrated Workshop		_____	_____
Additional Research/Methods Course (Course Number, Title, and Credits)			
_____		_____	_____
LA 940 Graduate Colloquium (2 semesters)	(1)	_____	_____
	(2)	_____	_____
Two of the following: LA 651, 666, 667, 677, 735, 777:			
Course: _____		_____	_____
Course: _____		_____	_____

<u>Supporting Courses</u> (be certain to include independent studies)	<u>No. of Credits</u>	<u>When taken or expected</u>	<u>Grade</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Expected Date of Graduation: _____

THESIS RESEARCH PROPOSAL AND PUBLICATION INTENT

THESIS RESEARCH PROPOSAL: Attach to this document one copy of your research proposal. Note the requirements shown on page 2 for what must be included in the thesis proposal.

PUBLICATION INTENT: Part of the thesis requirement is a separate manuscript which conveys the thesis findings in a manner and format acceptable to a journal of the student's choosing. In preparation for fulfilling this requirement, please provide the information requested below. If some of the information is not available to you, it may be helpful to attach to this document a copy of an article from the chosen journal which illustrated the appropriate format and style.

Journal: _____

Editor: _____

Address of manuscript submission: _____

Editorial Policy: