CPSY-Specific Proposal Requirements

The proposal and dissertation must meet the Graduate School requirements for formatting (e.g., margins). The proposal consists of the first three (3) chapters of the dissertation, appendices, and references. Use APA 6th style (i.e., grammar, writing, reference/citation, headings, etc.). See the section on theses (e.g., single space within a reference, double space between references). Faculty must have the proposal and the completed dissertation in hand two weeks before the scheduled meeting.

Chapter I
1. Regardless of whether you are conducting a quantitative, qualitative, or mixed methods study, provide the broad, general context that your study and its variables relate to – very short, 1-2 paragraphs. For example, bereavement may be important to college student anticipated or unanticipated life crises/transition.
2. Still being relatively general, narrow to a focus on your variables and your study.
3. Include:
   - Importance of the Study, what will the study contribute to the literature or to professional psychology
   - Statement of Purpose or Statement of the Problem, a broad (vs. specific hypotheses) statement of what problem is addressed by the study
   - Relevance to Counseling Psychology, including CPSY themes, history, scientist-practitioner model, practice guidelines, et cetera. Be thorough; cite multiple sources.

Chapter II
1. Paragraph telling the reader what to expect from the chapter. Include all major (e.g., centered) headings in these sentences; lead the reader through the extensive literature review.
2. This chapter demonstrates your expertise in the major variable(s).
3. Analyze and synthesize the relevant literature. Write as if you are teaching the naive reader. Organize the literature review by your variables.
4. For all research designs, be sure the rationale is clear and explicit. Conclude with the Research Questions and directional hypotheses, when appropriate to the design.

Chapter III
1. Paragraph telling the reader what to expect from the chapter. Major headings (e.g., Participants, Measures, Procedure) should be included to lead readers through the Method.
2. Include Data Analysis – outline how you will analyze the data.
   - What preliminary analyses will you conduct to describe the sample (e.g., frequencies) or the data. For example, if you use instruments, you will need to provide psychometric information (e.g., internal consistency) for the scores) and for the relatedness of your variables (e.g., Pearson correlations).
   - State how you will examine the research questions or the hypotheses. Organize by RQ or by Hypothesis. For all research designs, remind the reader of the research questions or any specific hypotheses. State how you will analyze the question or hypotheses, and provide a brief rationale for the choice.
   - Data Analysis of RQ or hypotheses will remain in Chapter 3 of the Dissertation
3. Limitations. Although this section will be moved to Chapter V, Discussion, you need to consider limitations in designing the study; so include them in Chapter III in the proposal.