

The MFA Thesis Checklist

Creative Writing MFA Program, Fresno State

Updated 8/16/22

YEAR ONE

Fall Semester	Spring Semester
<ul style="list-style-type: none"> <input type="checkbox"/> Schedule check-in meeting with Coordinator <input type="checkbox"/> Nov: Fall Registration (for Spring semester courses): sign up for 1 unit of ENGL299 for Spring semester + other coursework <input type="checkbox"/> Ongoing: Create and workshop new work 	<ul style="list-style-type: none"> <input type="checkbox"/> Meet with faculty in your genre to begin discussions about your Thesis Committee Chair <input type="checkbox"/> Begin planning and preparing for thesis in ENGL299 <input type="checkbox"/> April: Spring Registration: sign up for 1 unit of ENGL299 for Fall semester + other coursework <input type="checkbox"/> Ongoing: Create and workshop new work

YEAR TWO

Fall Semester	Spring Semester
<ul style="list-style-type: none"> <input type="checkbox"/> Nov: Fall Registration: sign up for 1 unit of ENGL299 for Spring + other coursework <input type="checkbox"/> Nov 1: Deadline to identify preferences for Thesis Committee Chair; complete online form listing top Chair preferences <input type="checkbox"/> End of Fall semester: Meet with Chair; consider possibilities for 2nd and 3rd thesis committee members <input type="checkbox"/> Work on submitting paper (often from a 250T or Lit course) to fulfill Graduate Writing Requirement (see DRGS for info) <input type="checkbox"/> Ongoing: Create and workshop new work 	<ul style="list-style-type: none"> <input type="checkbox"/> Feb: Complete your Advancement to Candidacy Form (ATC); upload to MFA Advising on Canvas <input type="checkbox"/> Feb 15: Identify and contact 2nd and 3rd thesis committee members <input type="checkbox"/> March: Complete Thesis Committee Assignment form <input type="checkbox"/> April: Spring Registration: sign up for 1 unit of ENGL299 for Fall semester + other coursework <input type="checkbox"/> If not done, submit paper (often from a 250T or Lit course) to fulfill Graduate Writing Requirement (see DRGS for info); upload to MFA Advising on Canvas <input type="checkbox"/> End of Spring semester: meet with Chair to discuss thesis goals and devise a writing plan for summer <input type="checkbox"/> End of Spring semester: in coordination with Chair, devise plans for completing culminating contextualizing essay <input type="checkbox"/> Ongoing: Create and workshop new work, continue thesis planning and preparation in ENGL 299

YEAR THREE

Fall Semester	Spring Semester
<ul style="list-style-type: none">❑ Early Sept: Graduate Application filing period for Fall graduates*❑ Early Sept: Meet with Chair to devise semester plan for writing/submitting drafts for review❑ Nov: Fall Registration: Register for remaining 2 units of Engl 299 with your Thesis Chair (using supervised course request form) for Spring + any remaining coursework❑ Early November: Final Thesis submission deadline Fall graduates*❑ Late Fall: Present work at MFA Showcase, if not doing so in Spring❑ Ongoing: Create and workshop new work	<ul style="list-style-type: none">❑ January: Graduate Application filing period for Spring graduates.❑ Early Feb: Submit full draft to Chair❑ March 1: Submit full draft to 2nd and 3rd committee members; schedule defense❑ Mid-March: Complete Thesis Defense with your Thesis Committee❑ Early April: Final Thesis submission; see thesis template for formatting)❑ Late April: Submit culminating contextualizing narrative to Chair❑ Late Spring: If not done already, present work at MFA Showcase❑ Mid-May: Chair submits “Graduate Degree Clearance” Forms to DRGS

*If you're considering graduating a semester early, please contact your Chair immediately to make sure you are on track with [DRGS](#) deadlines and requirements.