

**DEPARTMENT OF LANDSCAPE ARCHITECTURE**

**CERTIFICATION MEMORANDUM**

for

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**Proposed Thesis Title:** \_\_\_\_\_

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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 12<sup>th</sup> week of the semester during which the student registered for their 24<sup>th</sup> credit, whichever is later, the graduate student must complete the following steps:

- A. Form a Degree 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 Degree Committee Member with a Written Thesis/Project Proposal. The proposal must include:
  - 1. A clear statement of the problem and sub-problems to be addressed.
  - 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 Degree Committee as a group and provide a written and/or oral explanation and defense of the course work and Thesis/Project Proposal.
- F. MS candidates must provide the Degree 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 Degrees 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, or 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 Degree Committee and the Graduate School are required to have the credits accepted. Only those credits which apply specifically to the Thesis/Project 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:** \_\_\_\_\_

<b><u>Required courses</u></b>		<b><u>When taken or expected</u></b>	<b><u>Grade</u></b>
LA 710 Theories of Landscape Change		_____	_____
LA 720 Critical Inquiry into Landscape Design Expressions		_____	_____
LA 740 Research Methods in Landscape Studies		_____	_____
LA 920 Integrated Workshop or Additional Research/Methods Course (Course Number, Title, and Credits)		_____	_____

LA 940 Graduate Colloquium (2 semesters)	(1)	_____	_____
	(2)	_____	_____

Specialty Area (Select 1)

Community and Urban Landscape Studies

Restoration Ecology and Urban Design

Two courses in Specialty Area:

Course (Cr): \_\_\_\_\_

Course (Cr): \_\_\_\_\_

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

**Additional Supporting Courses for Specialty Area**

**No. of  
Credits**

**When taken or expected**

**Grade**

<b><u>Additional Supporting Courses for Specialty Area</u></b>	<b><u>No. of Credits</u></b>	<b><u>When taken or expected</u></b>	<b><u>Grade</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Expected Date of Graduation:** \_\_\_\_\_

# THESIS/ PROJECT PROPOSAL

**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 (MS STUDENTS)

**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:**