

Argosy University
San Francisco Bay Area Campus

Request for Service on a Clinical Research Project Committee

Name of candidate

Date

I hereby request that you consider serving on my Clinical Research Project committee as (*choose one*):

CHAIR

READER

If you agree to serve on this committee, you will be expected to make a commitment of service until the Clinical Research Project is complete.

All committee members serving on Clinical Research Project committees must comply with the following guidelines:

- All committee members must have doctoral degrees;
- All committee members must also have a minimum of three years of field or research experience related to their degree after they have obtained their degree;
- All committee members must have been active in their field of scholarship within the five year period preceding their participation on the committee;
- A minimum of 50% of the committee members serving on a candidate's committee must have degrees conferred by an accredited institution recognized by the U.S. Department of Education.

It is the responsibility of the chair to guide the candidate through the entire process, which includes:

- Assistance with completion of the proposal;
- Conducting periodic consultations with the candidate and other committee members, when appropriate;
- Assisting the candidate in the meeting AU requirements (e.g. preparation of "*Candidate Progress Report*" forms);
- Approval of the various sections and drafts of the Clinical Research Project;
- Attendance at the Oral Defense presentation, and any other meetings deemed necessary by the candidate and/or the committee.

In conjunction with the chair, the reader is involved in providing guidance in the interpretation of the candidate's research findings. Reader is specifically responsible for ensuring that the following aspects of the Clinical Research Project are completed properly:

- The literature review is complete and is appropriately interpreted;
- The problems are well defined;
- The hypothesis(es) or research question(s) is well stated; and
- The analytic procedures are appropriate to the study.
- Attendance at the Oral Defense presentation, and any other meetings deemed necessary by the candidate and/or the committee.

The topic of my Clinical Research Project is (title):

A brief description of the research problems and methods of inquiry I intend to use in conducting this research (a one-to-two page prospectus may serve as the description):