# D.Min. Practical Research Project Timelines

**D.Min. in Contemplative Practice, Spiritual Renewal, and Strategic Leadership**  
Claremont School of Theology

The schedule below will allow you to complete your program in 28 months, the minimum amount of time possible for this program. Deadlines are firm. Make sure to submit the proposal and all project drafts using the proper forms, available on the Registrar page of the CST website. **Your Project Advisor is the one who must approve your proposal and all project drafts.** Continuing dialogue with your advisor during the process is essential.

If you extend your time to completion, you must register for Continuous Registration each semester you are not taking classes.

**Keep in mind that it is always a good option to submit materials AHEAD of deadlines!**

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<th>First January Research Class</th>
<th>First Spring Semester –</th>
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| - Orientation to the process of designing and completing a Practical Research Project  
- Explore project interests  
- Meet with your Project Advisor | - Continue to explore and refine project interests  
- Participate on Sakai Proposal Process site  
- Maintain contact with your Project Advisor about project content and methodology |

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<th>Second January Research Class</th>
<th>Second Spring Semester</th>
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| - Proposal first draft is due the first day of class  
- Meet with Project Advisor about proposal and project plans  
- Refine and revise proposal draft, with input from Project Advisor and student colleagues  
- Review expectations about form and style, bibliography, other expectations | - Participate on Sakai Project Process site  
- **March 1** – Final approved version of proposal is due. Submit to the registrar with the Proposal Form, signed by your Project Advisor.  
- **April 1** – IRB protocol due to the IRB chairperson (irb@cst.edu)  
- Continue literature research, continue to develop research bibliography  
- Begin research – continue through the summer |

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<th>Third January Research Class</th>
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| - Work with peer reviewer, begin revisions  
- Present your work to student and faculty colleagues.  
- Participate in presentation day and other research class activities | - **Feb. 15** – Second draft due. Submit to the registrar with the Second Draft Form.  
- **Apr. 1** – Final draft due. Submit to the registrar with the Final Draft Form. |

**Note:** When the listed due date falls on a weekend, the due date will be the following Monday.

*Apr. 2019*