

Dissertation Submission Guidelines Th.D. Program



After successfully defending the dissertation, the student must make any necessary revisions, obtain the supervisor's approval (if required by the examiners), and submit an electronic copy of the revised dissertation to ProQuest by the deadline established for the academic term in which the student seeks to graduate.

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- The 30-day period for submitting the final copy of the dissertation does not apply if the oral examination was scheduled just prior to the end of an academic term. In such cases, the final copy must be submitted in time to meet that semester's deadline for graduation.
- Students unable to meet this deadline must register for continuation for the ensuing semester and apply to graduate again at the proper time.

CHECKLIST (See the Th.D. "Dissertation Style Guide" for further information.)

Before submitting your dissertation, please verify the following:

- ___ Dissertation Title Signature Page with committee signatures (no page number)
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- ___ Abstract Text (numbered with lower-case roman numeral iv)
- ___ Dedication (optional; no page number, but counted; not listed in Table of Contents)
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- ___ List of Tables, if applicable
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- ___ List of Symbols/Abbreviations
- ___ Acknowledgments (optional)
- ___ Introduction (if used) and Body of the Dissertation; double-spaced text (numbering begins with Arabic numeral 1; from this point on, all pages numbered consecutively with Arabic numerals)
- ___ Appendices, if any
- ___ References, Bibliography, or Works Cited (any of these titles are correct)
- ___ Biography
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- ___ Footnote numbers begin with number 1 at the beginning of each new chapter
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