

Department/school election of dual format approval for theses and dissertations

(Departments/schools do not need to file any form to keep single format approval. Dual approval departments/schools may change their choice of format authorities or return to single approval at any time by sending a letter to the Director of Graduate Studies, Graduate School 4040.)

Name of department/school _____

Chair/Director

e-mail address _____

Graduate coordinator _____

e-mail address _____

Our department/school has elected to take charge of review and approval of all matters of format/style other than the university-wide requirements.

Our students will submit a signed departmental/school format approval form in order to qualify for the final format check in the Graduate School. That form will be signed by (choose one)

_____ each student's dissertation/thesis director

_____ the following individual in our department/school

Name

e-mail address

We understand that all theses/dissertations must fulfill university-wide requirements, and that the Graduate School format checkers will be reviewing and approving only the university requirements in their preliminary and final checks.

For our students who already have an approved thesis/dissertation proposal on file when the department/school elects dual approval.

_____ leave all of those students in the single-approval (old) system

_____ change all of those students to the new dual-approval system

_____ we have made case-by-case choices for individual students, and have attached a list of names indicating single or dual approval

Signatures

Chair/Director

Graduate Coordinator