

# CHECKLIST BEFORE\* FINAL SUBMISSION

## TO THE GRADUATE SCHOOL

\*All theses and dissertations must submit a hard copy manuscript for a format check at least once on or before the posted preliminary deadlines.

<http://www.uakron.edu/gradsch/docs/deadlines.pdf>

\*All students submitting a thesis or dissertation to the Graduate School but read and act in accordance with the Guidelines for Preparing a Thesis or Dissertation

<http://www.uakron.edu/gradsch/docs/gdln.pdf>

### WHAT TO SUBMIT

#### THESIS

- \_\_\_\_\_ One copy of the thesis submitted electronically to OhioLINK.
  - x Including a copy of the Letter of Approval from the University of Akron Institutional Review Board for Protection of Human Subjects, as an appendix, if applicable.
- \_\_\_\_\_ One perfect copy of the signature page, bearing all signatures except that of the Dean of the Graduate School and the date.
  - x Accompanied by a note with the author's name, telephone number and email.
- \_\_\_\_\_ UA Cashier's Office receipt for UMI submission.
  - x Microfilming\* (\$25) Optional for theses.
    - \*May microfilm via UMI without copyrighting via UMI.
  - x Copyrighting (\$55) Optional for theses.
    - \*Cannot copyright via UMI without also microfilming

#### DISSERTATION

- \_\_\_\_\_ One copy of the dissertation submitted electronically to OhioLINK.
  - x Including a copy of the Letter of Approval from the University of Akron Institutional Review Board for Protection of Human Subjects, as an appendix if applicable.
- \_\_\_\_\_ One perfect copy of the signature page, bearing all signatures except that of the Dean of the Graduate School and the date.
  - x Accompanied by a note with the author's name, telephone number and email.
- \_\_\_\_\_ A correctly completed copy of the "Survey of Earned Doctorates."
  - x The form can be found in the Graduate School, online at the Graduate School Thesis/Dissertation webpage via the attached link.  
<http://www.uakron.edu/gradsch/docs/DocSurvey.pdf>
- \_\_\_\_\_ UA Cashier's Office receipt for UMI submission.
  - x Microfilming\*