

THESIS AND DISSERTATION DEADLINES

| GRADUATION SEMESTER | DEADLINE |
|---------------------|------------------|
| Summer 2003 | July 18, 2003 |
| Fall 2003 | December 1, 2003 |
| Spring 2004 | April 16, 2004 |
| Summer 2004 | July 16, 2004 |
| Fall 2004 | December 1, 2004 |

PLEASE NOTE: Students who wish to change their graduation date will be given until the midpoint of the semester to make changes. After the midpoint of the semester, any student who is on the graduation list and changes their graduation date will be required to submit an additional graduation fee of \$40.00. Please call the Graduation Office at (404) 651-3387 to change your date of graduation or for more information regarding this policy.

The Thesis and Dissertation Guidelines for the College of Arts and Sciences are available in the Office of Graduate Studies for your information. These guidelines must be followed to ensure an acceptable format. Students are asked to please refrain from using old thesis/dissertation copies as a guide for formatting their thesis/dissertation.

The Office of Graduate Studies will process each student's thesis/dissertation for binding. All students are required to pay for the binding of their thesis/dissertation; all students must submit at least 5 manuscripts (one original and four copies). A receipt for binding fees must accompany the final thesis/dissertation copies. The thesis/dissertation binding deposit form is available in the Office of Graduate Studies. In addition, doctoral candidates are required to microfilm their dissertation. Copyrighting is available to both doctoral candidates and master's students, and is optional for both. Please see the binding deposit form for current fees, or contact the Office of Graduate Studies at (404) 651-2297. Microfilm and copyright services also require a signed agreement form. These forms are also available in the Office of Graduate Studies.