
FINAL DISSERTATION/THESIS ACCEPTANCE CHECKLIST

Conformance and completeness checklist for **ALL** dissertations/thesis:

- Title of document must agree with abstract title
- Degree title and degree granting agency must conform to official approved documents (as found in Faculty Senate)
- First, middle, last name on title page must be identical to abstract page and must agree with WSU transcript
- Degree month and year on title page and abstract must agree with Grad School announcement
- Signature page is page number "ii"
- Signatures on signature page must agree with member names listed on Grad School record
- Main body of thesis/dissertation is double spaced (beginning at introduction/chapter 1)
- Page numbers must be in the same location throughout entire document and is printed on one side
- Degree abbreviation appears after name on abstract
- Abstract body contains 350 words (or less)

All students must also submit:

- One set of the title page, abstract and original signature page; all on 100% cotton paper to the Graduate School.
- [Hold Harmless Agreement/Copyright Acknowledgement Form](#)
- Letters from publishers granting permission if you used copyright material
- Approval for use of human subjects (IRB), animals (IACUC) OR biohazardous materials used in research (forward the approving email, along with your name & WSU ID# to gradschool@wsu.edu).

Doctoral students must also submit:

- Completed and signed "[Survey of Earned Doctorates](#)" or printed acknowledgement certificate (if submitted [on line](#), please forward Certificate to gradschool@wsu.edu via email. Be sure to include your WSU ID# in the email so we can match it to your record).