

FINAL REVIEW CHECKLIST

- ☒ Have you checked the final copy you are submitting AFTER converting to pdf-a? ---for instance, prevention of widows, orphans, and hanging headings at the bottom of the page.
- ☒ Have you followed the Guidelines from the Graduate School first, then your discipline style guide for formatting?
- ☒ Have you inserted an unsigned signature page in your document, following the abstract? Is the title correctly capitalized?
- ☒ Have you used the 1.25 inch margin on both the left and right margins of your document?
- ☒ Have you checked all level one headings (where required) throughout for consistent placement at the 1.5" level?
- ☒ Have you checked triple spacing above all heading levels 3, 4, and 5 and above and below figures and tables?
- ☒ Do your footnotes begin with #1 for each chapter?

FORMS:

- ☒ Approval of Final Copy form, signed by thesis or dissertation director
- ☒ Two signed signature pages
- ☒ One signed Copyright and Availability Form
- ☒ The Preliminary Checklist, appropriately initialed
- ☒ Doctoral Students: Doctoral Investment Form

I verify that these issues have been addressed to the best of my ability.

Garrett Benoit
Signature

12/9/2015
Date



BAYLOR
UNIVERSITY
GRADUATE SCHOOL