

Baylor Graduate School

Dissertation and Thesis Process

<http://www.baylor.edu/graduate/currentstudents/index.php?id=99928>

1. Before You Begin Writing

- Review *Guidelines*
- Consult Dissertation/Thesis Model
- Review Formatting Cliff Notes

2. Preliminary Review

- Schedule a Review:
 - Email dissertation_thesis@baylor.edu with available times for appointment
 - Submit the Following at <https://baylor-etd.tdl.org>
 - The pdf (primary) and Word (supplementary) of the dissertation/thesis
 - Completed Signature Form (pdf) as a supplementary document
- At the Review Submit:
 - Preliminary Checklist
 - Doctoral Investment Form

3. Oral Exam

- Submit Announcement of Oral Examination 10 days prior
- Obtain signatures at exam:
 - On three Signature Pages
 - On Result of Oral Exam Form
- Submit Result of Oral Exam Form to Graduate School

4. Final Review

- After Successful Defense Submit:
 - Approval of Final Dissertation/Thesis Copy Form and Final Checklist (hardcopy)
- Submit pdf/a at <https://baylor-etd.tdl.org>:
 - Two of three signed Signature Pages (hardcopy and electronic)
 - One of two signed Copyright and Availability Forms (hardcopy and electronic)
 - Dissertation or Thesis (electronic only)

5. Electronic Submission

- After Graduate School Approval:
 - Doctoral Students Submit Dissertation to UMI website (Optional for Master's Students)
 - Doctoral Students Complete Survey of Earned Doctorates