



October 10, 2013

Peter.Chapin@uvm.edu

Dear Peter

Thank you for completing your format check with us. Your format check is an important step in moving ahead with the defense of your thesis or dissertation. In addition to the guidelines for the page set up, we also use this time to make sure that your defense committee membership is in order with the policies and procedures of the Graduate Faculty. Your defense examination and subsequent acceptance of your thesis or dissertation are among the most important components of your graduate education. The policies and procedures are in place to help make sure that your work is commensurate with the expectations of the Graduate College at the University of Vermont **and** to protect your right to a fair examination.

The written document is just as important as the defense. Your final, complete written thesis or dissertation must be delivered to this office within six weeks of your successful defense. ***If you have an extenuating circumstance that may prevent you from meeting this deadline, you must make an appointment to see our Student Service Specialists and formally request an extension. Failure to do so may put earning your degree at risk.*** In addition, in order to be included as a January graduate, all of your materials must be received and all other degree requirements met, no later than December 6, 2013.

I share your excitement as you prepare for this important event and I am very pleased that you elected to conduct graduate studies at the University of Vermont. I look forward to celebrating with you at our graduation ceremonies.

Please feel free to contact Kimberly Hess or Sean Milnamow in Student Services if you have any questions. I wish you the best of luck with your defense.

Sincerely,

A handwritten signature in dark ink, appearing to read "C. Forehand". The signature is fluid and cursive.

Cynthia Forehand, Ph.D.
Interim Dean, Graduate College

cc.: Christian Skalka, Ph.D.