

College of Arts and Letters
Thesis/Dissertation Tracking Form

This form is designed to track the thesis/dissertation through the approval process. **Please attach this form to each copy of the thesis/dissertation that is turned in to the Dean's Office.**

****NOTE TO AUTHOR:** Do not place thesis/dissertation on 100% bond paper until the College Graduate Style Editor has given final approval to do so. Final approval will be noted by the signatures of the College Graduate Style Editor and the Associate Dean for Research and Graduate Studies in the appropriate spaces on the opposite side of this form.

Student Name: _____ **UIN:** _____

Phone Number: _____ **E-mail:** _____

Department: _____ **Thesis/Dissertation Director:** _____

☐ **Transmit to Style Editor by Robert Wojtowicz**

FIRST READING

Thesis/Dissertation...	Initials	Date
..received by Thesis/Dissertation Director	_____	_____
..received by GPD	_____	_____
..submitted to the Dean's Office	_____	_____
..received by College Graduate Style Editor	_____	_____
..returned to Dean's Office	_____	_____
..returned to student for corrections	_____	_____

SECOND READING

Thesis/Dissertation...	Initials	Date
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..received by College Graduate Style Editor	_____	_____

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..returned to Dean's Office	_____	_____
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THIRD READING

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..received by College Graduate Style Editor	_____	_____
..returned to Dean's Office	_____	_____
..returned to student for corrections	_____	_____

_____ College Graduate Style Editor	_____ Date
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_____ Robert Wojtowicz, Associate Dean for Research and Graduate Studies	_____ Date
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