



### COMPLETION/DEFENSE SUBMISSION FORM

Where a degree program includes a thesis, dissertation, or exit project, a committee will be appointed by the department or school. When the thesis, dissertation, or project has been completed, this form will be submitted to the Office of Graduate Studies.

Student Name: \_\_\_\_\_ Email: \_\_\_\_\_ SU ID: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

This is to certify that on (Date): \_\_\_\_\_, (Student Name): \_\_\_\_\_

qualified for graduation from the Degree Program: \_\_\_\_\_ based on successful

completion and/or defense of (Thesis, Dissertation or Project Title): \_\_\_\_\_

NAME OF CHAIR/CO-CHAIR/FACULTY ADVISOR(S):

SIGNATURE:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NAME OF COMMITTEE MEMBERS:

SIGNATURE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Graduate Program Director

Date

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### OFFICE OF GRADUATE STUDIES

The Office of Graduate Studies (OGS) will be the official clearinghouse for graduate manuscripts. Once technical review is completed, OGS will submit all copies to the SU Libraries for binding.

Date Received: \_\_\_\_\_ Number of Copies: \_\_\_\_\_ Date of Tech Review: \_\_\_\_\_  Approved  Not Approved

(Reason): \_\_\_\_\_

Submitted to ProQuest (based on program):  Yes  No Date: \_\_\_\_\_

Library copy submitted (required): \_\_\_\_\_ Departmental Copies: \_\_\_\_\_ Personal Copies: \_\_\_\_\_

*(Note: Binding library copies is free to students. OGS (#350000) will cover binding costs for up to (4) departmental and/or personal copies. Departments may opt to pay for additional copies for students (\$15 per copy). Please indicate the number of additional copies \_\_\_\_\_ and account code to be charged: \_\_\_\_\_)*

Dean of Graduate Studies

Date

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### LIBRARY USE

Submitted to SOAR@SU:  Yes  No Scholarly Communications Librarian \_\_\_\_\_ Date: \_\_\_\_\_

Date Sent to Bindery: \_\_\_\_\_ Date Returned from Bindery: \_\_\_\_\_ Scholarly Work Number: \_\_\_\_\_