



DUKE
THE GRADUATE SCHOOL

Guide for the Electronic Submission of Theses and Dissertations

Duke University Graduate School
2127 Campus Drive Durham, North Carolina 27708
<http://gradschool.duke.edu>

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Summary of Steps for Electronic Submission of Theses and Dissertations

I. Deadlines

Go to <https://gradschool.duke.edu/academics/preparing-graduate> to check deadlines for

- Applying to graduate in the upcoming semester
- Initial submission of the electronic doctoral dissertation or master's thesis
- Final examination
- Final submission of the electronic dissertation or thesis

II. Defense Committee/Defense Date

- Form a dissertation/thesis committee and set a defense (final examination) date. **For Ph.D.'s only:** If your dissertation committee is different from the preliminary examination committee, notify your DGSA ASAP. If your dissertation committee is the same as your preliminary examination committee, send an email confirming this fact to gradacademics@duke.edu
- If your committee is not approved, the defense cannot occur.
- The defense must be scheduled for a term in which you are enrolled and prior to the last date for the defense in the semester for which you have applied to graduate.
- If the defense takes place between terms, as defined by the first day of class and the last day of exams, you must be registered for the subsequent term.

III. Initial Thesis/Dissertation Submission

****NOTE:** The Graduate School requires that all dissertations and theses be written in English.

The sole exception is when there are compelling scholarly or professional reasons to write the research portions of a doctoral dissertation in another language, if that language is recognized by the student's examination committee as the primary language of the student's research within a foreign language studies Ph.D. program in which the student is a degree candidate. To write a dissertation in a language other than English, the student must submit a request for an exception at the time the prospectus is submitted. The request must be approved by the student's examination committee and by The Graduate School's Senior Associate Dean for Academic Affairs. If an exception has been granted, the student may write the dissertation's research chapters, introduction, and conclusion in another language. In all cases, the title, abstract, copyright notice, committee signature pages, and table of contents of dissertations must be written in English. The entirety of master's theses must be in English, except short quotations as judged appropriate by the thesis examination committee.

- You are expected to provide a copy (normally in PDF form, or if requested, in paper copy) of the thesis/dissertation or thesis to each member of the committee at least two weeks before the scheduled examination and complete all requested revisions.
- The thesis/dissertation must be formatted using the dissertation template (available in MS Word and LaTeX) at <https://gradschool.duke.edu/academics/theses-and-dissertations>
****NOTE:** For convenience and to help avoid common formatting errors, The Graduate School strongly recommends using the Word template. The LaTeX template is provided but not supported by TGS or OIT. Submit your thesis/dissertation as a PDF to ProQuest.
- The manuscript must be a complete document, formatted correctly, with no sections left blank. Be sure to save the original file from which you created the PDF, as you will need this version for revision purposes.
- Request an advisor letter (sent by the advisor) and a defense announcement (sent by the DGSA)

to be emailed to gradacademics@duke.edu

- Following submission of your document to ProQuest, you will receive an email from ProQuest (normally within one week) listing the formatting changes required (if any). The email is sent to the email address you entered in ProQuest when the initial submission was created (also check your spam inbox). If the message notes any documents (advisor letter, defense announcement) still missing, ask your advisor/DGSA to submit these immediately.

IV. ETD Appointment

- The message from ProQuest includes instructions on how to make an optional ETD appointment with the **assigned** Duke Administrator as well as a link to the appointment calendar.
- Appointments should be scheduled a few days before the defense.
- During the appointment, the Duke Administrator may provide you with instructions/ related to your final examination and answers to any questions you may have about the process or the requested formatting revisions to the thesis/dissertation.

V. Dissertation/ Thesis Final Examination

All committee members must participate in the defense and sign the final examination certificate.

VI. After the Final Examination

As soon as possible after your final examination, the following documents must be submitted to TGS:

- Final examination certificate with signatures by committee members, chair and DGS
- “Non-Exclusive Distribution License and Dissertation Availability Agreement” with signatures (yours and your advisor’s). The release date must match your Institutional Repository and Traditional Publishing selections in ProQuest.

VII. Final Submission

After completing all formatting revisions requested by the assigned Duke Administrator as well as any requested by the committee, upload the final version of the thesis/dissertation to ProQuest. Final submission must occur within 30 days of the defense or by the semester deadline, whichever comes first. Semester deadlines are posted here: <https://gradschool.duke.edu/academics/preparing-graduate/graduation-deadlines>

You will be notified through ProQuest when the document has been accepted or any additional work has to be done. The acceptance of the final submissions is necessary for moving forward with confirmation of degree requirements and clearing for graduation.

Guide for Electronic Submission of Theses and Dissertations

I. Applying for Graduation and Scheduling the Defense

- Apply for graduation through DukeHub before the graduation deadlines in the term you plan to graduate.
- Applying to graduate in one semester does not carry over to the next semester. For example, if you apply to graduate in fall term, but cannot defend and/ or meet graduation requirements for fall, you must contact The Graduate School to reset your graduation term to a future semester and then reapply to graduate in that semester.
- You must schedule your defense for a term in which you are enrolled and prior to the last date for the defense in the semester for which you have applied to graduate. You must be registered for the subsequent term if your defense takes place between terms, as defined by the first day of class and the last day of exams.

II. Defense Committee

- Your committee in DukeHub must match the committee that will be present at your defense, or you will not be permitted to defend.
- If your final examination committee is the same as your preliminary examination committee, send an email confirming this fact to gradacademics@duke.edu.
- To submit a change in your original committee for approval from The Graduate School, please ask your department DGSA to submit electronically a committee approval form on your behalf by at least 30 days before your exam date.
- All committee members must participate in your examination. Master's committees must have at least three members, and doctoral committees at least four. If you have more than the minimum number, they still must all participate

III. Advisor Letter and Defense Announcement

- Prior to submitting your thesis/dissertation electronically, you are required to give your thesis or dissertation to your advisor for his or her inspection.
- Request an advisor letter stating that your thesis/dissertation is complete and ready to defend to be sent by your advisor (as PDF on the letterhead) to The Graduate School using the email address: gradacademics@duke.edu (see sample advisor letter at end of this guide).
- Request a departmental defense announcement (as PDF) to be sent by your DGSA to gradacademics@duke.edu

IV. Initial ProQuest Submission

- Submit your complete, correctly formatted dissertation/thesis as a PDF to [ProQuest](#) at least 2 weeks prior to your defense. Do not destroy the original file from which you created the PDF, as you will need this version for revision purposes. This initial submission must be complete, with correct formatting and no blank sections, or it will be rejected. Avoid including any confidential, proprietary or sensitive personal information in your dissertation/ thesis.
- Paper copies or drafts via email are not accepted. Use the most up-to-date Adobe Acrobat to convert your document to a PDF. If you use an alternate PDF creator, your file may not be valid. ****NOTE:** The Graduate School strongly recommends all students use the MS Word template <https://gradschool.duke.edu/academics/theses-and-dissertations> in order to reduce the

chance of serious formatting problems that could potentially delay your graduation. The LaTeX template is provided but neither the Graduate School nor OIT supports it.

- Upon submission to ProQuest, you will be assigned to a Duke Administrator who will facilitate your thesis or dissertation process from format checking through final acceptance.
- Your document will be reviewed by an assigned Duke Administrator for proper format and completion, though not for academic merit. Placeholders are not permitted. Substantial format revisions will result in a rejection and referral to the format guidelines. If your document is complete and properly formatted, any minor structural errors will be identified, with a request to revise.
- Once you submit into ProQuest, you can use the revision link as many times as you require to upload revised versions until your submission is due. You do not need administrator approval to revise your submission prior to the final deadline. To upload a revised PDF to ProQuest, click 'Submit Revisions' to confirm submission. Your administrator will be automatically notified by e-mail of the updates. You are also encouraged to notify your assigned Duke Administrator about the final submission. However, you will not receive notification from ProQuest or The Graduate School that your revision has been uploaded.
- ProQuest may initially ask if you would like them to submit a copyright on your behalf for a fee. Note that this is entirely optional, since you already own the copyright to your work. Please review the [ETD \(Electronic Thesis & Dissertation\) Copyright Information](#) on The Graduate School web page, so you can make an informed decision.
- If your advisor or department requires a bound copy of your thesis/dissertation, or if you would like a personal copy, you can order copies through ProQuest during your initial submission or print out your thesis/dissertation and take it to a copy shop for binding. Please note that image resolution will be higher on the self-printed copy than on the copy ordered through ProQuest.
- The period of embargo that you select in ProQuest in the “Publishing Settings & Copyright” section for Traditional Publishing (ProQuest) and Institutional Repository Publishing (DukeSpace) must be consistent with the period of embargo selected on the Non-exclusive Distribution License and Thesis/Dissertation Availability Agreement form.
- Further ETD process information can be found on The Graduate School website: <http://gradschool.duke.edu/academics/theses-and-dissertations>

V. Exam Certificate and ETD Appointment

- After you submit your initial thesis/dissertation to ProQuest, you will receive an email from the assigned Duke Administrator informing you of any format changes required to your thesis or dissertation.
- The message will also note if any documents (advisor letter, defense announcement) have not been received and instructions how to submit them. The Graduate School must receive your advisor letter and departmental defense announcement. You must also have an approved thesis/dissertation committee on record before your final examination certificate will be issued ****NOTE:** You will not receive a separate notification when they have been received.
- As soon as you receive the email from ProQuest, you may choose to make an optional ETD appointment with the assigned Duke Administrator who completed your format check. Emails are sent through ProQuest to the email address you entered in ProQuest when you created your initial submission. Be sure to check your spam inbox as well.
- The link to the ETD appointment calendar will be included in the email sent through ProQuest.
- During the appointment, you may address any questions you may have about the process or the requested formatting revisions.
- Your final examination certificate will be prepared and emailed to your final examination committee chair and DGSA by your assigned Duke Administrator prior to your examination.

VI. Dissertation/ Thesis Defense

- Provide your thesis or dissertation PDF or a paper copy for review to each member of your committee at least two weeks before your scheduled examination.
- Following the final examination, each member of your committee, must indicate his or her vote (pass or fail). After your chair and Director of Graduate Studies signs your final examination certificate with registered votes, it will be submitted to The Graduate School. Often, a committee will pass the student but require minor edits or corrections to be made prior to final submission.
- Obtain your advisor's signature on the Distribution License page and then sign it yourself as indicated. Send signed document to gradacademics@duke.edu

VII. Final Submission

- After your final examination, submit what you consider to be the final version of your dissertation/thesis to ProQuest, taking into consideration the formatting revisions required by The Graduate School and the content-related revisions required by your committee. When The Graduate School has accepted your dissertation and it is ready for archiving at ProQuest, you will receive a message through ProQuest. You will not receive separate notification each time you upload a revision. You can expedite the process by notifying your assigned Duke Administrator with you worked that you have uploaded your final version.
- Submit all requested documentation. Ph.D. students must complete The Graduate School's Exit Survey and the Duke Placement survey. Masters students must complete only the Duke Placement survey. ****NOTE:** Final submission of both your thesis/dissertation and the exam materials must occur within 30 days of your defense or the semester deadline, whichever comes first. Please see The Graduate School website for semester deadlines: <http://gradschool.duke.edu/academics/preparing-graduate/graduation-deadlines>
- If you need a period of time longer than 30 days for making changes in the thesis/dissertation, have your Director of Graduate Studies make a request for an extension to the Senior Associate Dean for Academic Affairs, stating the reasons for the delay and specifying at what date the thesis/dissertation will be submitted. If at the end of the semester or term you cannot meet the submission deadline, you will be required to register and pay the Continuation fee for the ensuing semester in which you will receive your degree. You will also need to reapply to graduate and reenroll for classes/ or continuation in DukeHub.

VIII. Embargo

- All theses and dissertations of Duke Graduate School students are made available to the public on ProQuest and on DukeSpace. You have the option of placing the public release of your document under embargo, which means that until a specified period of time has elapsed, your document will not be publicly accessible (for 6 months, 1 year, or 2 years). This may be appropriate when your work has yet to be published, and you do not wish potential competitors to see it yet.
- The period of embargo that you select in ProQuest in the "Publishing Settings & Copyright" section for Traditional Publishing (ProQuest) and Institutional Repository Publishing (DukeSpace) must be consistent with the period of embargo selected on the Non-exclusive Distribution License and Thesis/Dissertation Availability Agreement form.
- Regardless of whether you elect to embargo your document, your dissertation/thesis abstract will be publically available from soon after the final submission to ProQuest. If you must put confidential information in your abstract (i.e., findings or conclusions that are not yet ready to be known publicly due to manuscript submission concerns), you may supply a more generic,

public abstract for all to see during the embargo period, until the more technical, actual abstract of your document is available publicly at the end of the embargo. You do this by placing the public abstract in the abstract box during your final ProQuest submission, after gaining the approval for this public abstract from your advisor.

IX. Information Regarding Copyrighting

- Your master's thesis/doctoral dissertation must be submitted to ProQuest for microfilming and inclusion in the Dissertation Abstracts database. The copyright law of the United States protects your rights in your work automatically from the moment it is fixed in tangible form (including storage as an electronic file). Your copyright is valid for your lifetime plus 70 years, and the rights remain yours, subject to the license mentioned above, unless and until you transfer them to another, such as a publisher. While it is no longer required that you register your work to obtain copyright protection, there are significant advantages to registration. It is necessary to have registered your work, for example, before bringing a legal claim for infringement. There are additional advantages to registering within three months of publication, and submission to ProQuest does constitute legal publication. You may register your work directly with the Registrar of Copyrights for a fee of \$35 (see information at www.copyright.gov), or you may authorize ProQuest to register on your behalf when you submit your thesis/dissertation. The submission site has instructions and fees.
- While notice of copyright is a legal formality, Duke University requires that you include a copyright page after the Abstract Title Signature Page and before the abstract text stating (1) the copyright notice, (2) your full legal name, and (3) the year of submission to The Graduate School. A sample copyright page is included at the end of this guide. This page gives notice of your rights in your work whenever that work is reproduced in any form.

Formatting Guidelines for the Thesis/Dissertation

A thesis/dissertations submitted to ProQuest must be a completed document, formatted correctly, with no sections left blank.

Title and Abstract Signature Pages

- Enter the title of your thesis/dissertation using Headline Capitalization, also known as Title Case. Capitalize the first letter of every word except
 - articles ("a," "an," and "the")
 - coordinating conjunctions (for example, "and," "or," "but," "so," "yet," and "nor")
 - prepositions with fewer than four letters (like "in").
- The first letters of the first and last words are always capitalized, regardless of what they are.
- Enter the title exactly as you want it to appear on the final thesis/dissertation. The title cannot be changed after the exam certificate is issued and signed by the committee.
- All theses and dissertations must have both a Title and an Abstract Signature page (labeled "Abstract"). ****NOTE:** The LaTeX template for theses does not include an Abstract Signature page, so you will need to add it manually.
- The paragraph at the bottom of the abstract title page should begin, "An abstract of a thesis" or "An abstract of a dissertation," depending on which document you are submitting.
- Make sure your committee members are correct by consulting your DGSA. Your committee must agree with the listing in DukeHub.
- Enter the committee members' professional names as they are listed in the system.
- Committee member names should not have professional titles. Do not use Dr., Ph.D., M.D., etc. before or after committee member names.
- If your committee approval form lists different people as Chair and Dissertation/ Thesis Advisor/ Supervisor, the name of the Dissertation Advisor should be entered as "Dissertation/ Thesis Advisor"/"Supervisor" on the Title and Abstract Signature Pages. **NOTE**** "Dissertation/ Thesis Advisor" is used by the Duke University departments/ programs, "Dissertation Supervisor" is used by the Duke School of Medicine departments/ programs

Margins

- All pages in the thesis/dissertation must be formatted with a 1.5-inch margin on the left side and a 1-inch margin on the top, right side, and bottom.
- The 1-inch margin at the bottom is measured from below the page number.
- All text in the thesis/dissertation, including footnotes, page numbers, tables, figures (illustrations), schemes, and figure legends, must fall within these margins.

Typing and Spacing

- All text (including the abstract) must be double-spaced – except:
- Entries in the Table of Contents, List of Tables, List of Figures (Illustrations), List of Schemes, or works in the References/Bibliography/Works Cited section longer than one line are single-spaced within the entry.
- A chapter heading or subheading longer than one line is single-spaced within the entry.
- Indented quotations are single-spaced.
- Footnotes and figure/table captions are single-spaced.
- All text must be in a commonly accepted font in your field (typically Times Roman, Garamond, Arial, or Helvetica). Bold text is used only for chapter titles/headings, and figure/ table captions.

Italics are used only as in common practice (e.g., genus/species names or in bibliographical entries).

- All chapter titles and sections (appendices, bibliography, and biography) must begin on a new page.
- Color is used only in figures, tables, or examples of coding. No part of the text should be in color.

Page Numbers

- All page numbers should be placed at the bottom center with a 1-inch margin beneath the page number.
- The preliminary pages (everything before the Introduction) are numbered with lower-case Roman numerals.
- The first three pages (the Title Signature Page, the Abstract Signature Page, and the Copyright Page) are counted, but they do not have page numbers.
- Begin page numbering with iv on the first page of the abstract text page.
- Begin Arabic numbering with 1 on the first page of the Introduction. Number all pages consecutively from that point.

Footnotes

- All footnotes must appear at the bottom of the page.
- Footnotes must be numbered beginning with 1 in each new chapter.
- Footnotes must begin on the page they are cited. They may be continued on the next page. Endnotes are allowed.
- Footnote lines should be consistent in length, approximately 2 inches, and the footnote line separator should be consistent in length with the regular footnote line.

Format for Citations, Figures, Tables

- If your thesis/dissertation includes tables, figures (illustrations), schemes, you must include a List of Tables, List of Figures, and List of Schemes after the Table of Contents. Tables and figures must fall within the specified margins.
- Provide general title, followed by caption (if any) for table and figure. Include only titles in TOC. Titles should be no more than two lines. Two-line titles should be single-spaced.
- Table number and title/captions appear above the table. Figure number and captions appear below the figure. Titles/captions longer than one line should be single-spaced in the text.
- When possible, try to fit each figure/table on one page with caption, inserting page breaks where necessary. If continued to the next page, do not label them “continued.”

Figures and Tables with Landscape Orientation

The top of the figure or table should be rotated 90° to the right (toward binding edge). The caption for the landscape figure or table must also be rotated. The page number moves to the left of the page, centered, with a 1-inch margin measured from the left of the number. When rotated back to portrait for binding for publication, the page number will thus appear at the bottom. You can also refer to this video [ETD Guide draft 2020 update.docx](#)

The Order of Pages in a Thesis/Dissertation

Title Signature Page (counted but not numbered)

Abstract Title Signature Page (counted but not numbered)

Copyright Page (counted but not numbered)
Abstract (page number should be “iv”)
Dedication (optional/do not list this as a line item in the Table of Contents)
Table of Contents (do not list this as a line item in the Table of Contents)
List of Tables (if any)
List of Figures (if any)**
List of Schemes (if any)
List of Abbreviations (if any; in alphabetical order)
Acknowledgements (optional)
Introduction (must)
Research Chapter(s) (must)
Conclusions (must)
Appendices (if any)
References, Bibliography, or Works Cited (any of these titles are correct)
Biography (optional, Ph.D. only)

****NOTE** to Art History Students: As is conventional in this discipline, all figures, i.e., illustrations, should be placed at the end of the dissertation, after the biography page.

The Abstract

In the abstract, you must: present the problem of the thesis/dissertation; discuss the approach, materials and methods used; summarize the major findings, and state the conclusions reached. Individual chapters may not have abstracts. The abstract will be published in Dissertation Abstracts International.

Bibliography/References/Works Cited

The bibliography can be in the format that is appropriate for the specific discipline: APA, MLA, AMA, Chicago, etc. A bibliography after each chapter will not be accepted. If individual papers are included in the thesis/dissertation, a single bibliography will serve the entire manuscript.

The bibliography or reference section is either in alphabetical order or numbered. The bibliography or reference section should be single-spaced within each reference and double-spaced between references.

The Biography (PhD only)

You may include a brief biography, ordinarily no more than one pages. The biography appears on the very last page of your dissertation and is written in third-person narrative form, typically reflecting your educational background information. Do not use or include a CV/resume as your biography. Do not provide personal information such as the date and place of birth.

Consistency of Format

The thesis/dissertation must be formatted consistently throughout the entire manuscript. Any chapter that includes an article that reflects a submission to a professional journal or a book chapter must conform to the format described in this guide.

Including Unconventional Content

If essential aspects of your research cannot be embedded within your thesis or dissertation document, items presenting this work can be provided as supplemental files. This may include video or audio recordings, which should be provided electronically to each committee member. Issues regarding the format of non-traditional, supplemental content should be resolved with your committee. It is helpful to the reader to also summarize such items in the written document, for example, using a few key frames

from a movie to create a figure of several panels. A list of supplemental files must be included in the dissertation.

Inclusion of Articles Submitted to a Professional Journal

Some disciplines, mainly in the sciences, permit inclusion in the thesis/dissertation of research papers or scholarly articles published by the student. Regardless of the formatting guidelines for previous publication, they must be (re-)formatted to meet the specifications of this guide. You must adhere to any copyright issues pertaining to the publication. Whatever the discipline, the published work must be logically connected and integrated into the thesis/dissertation. This will require adapting your publication for use in your thesis/dissertation. Binding reprints or collections of publications together is not acceptable as a thesis/dissertation in either format or concept. You must also explicitly acknowledge any contribution made by other people to the publication you are using, e.g., attribute the work of any other authors on the publication (see below).

Collaborative Work

Research performed in collaboration with others, including multi-authored articles, may be included in the dissertation or thesis if the student's contribution, and the relationship of the collaborative research to the thesis/dissertation, are summarized in the Introduction and listed on the first page of the relevant chapter. The text of your chapters must be your own, even if the work was collaborative. It is your responsibility to ensure that your thesis/dissertation represents the original, individual efforts of the candidate. The contributions of each collaborator in the work reported must be explicitly indicated. Whether your contribution is sufficient for a passing result is up to your committee.

Avoiding Plagiarism and Other Academic Misconduct

All text and data in the thesis or dissertation document must be either your own or properly cited and attributed. Inclusion of other's work and presentation of it as if it were your own will be grounds for failure and dismissal from the university. To help avoid unintended inclusion of uncited, previously published material, you are encouraged to scan draft documents through plagiarism detection software such as [iThenticate](#). Graduate faculty advisors have institutional access to [iThenticate](#) from fall 2017 and can scan thesis or dissertations documents for you. Please note that The Graduate School, academic publishers, funding agencies and others may also use such software to detect plagiarism. Any problems must be fixed prior to submission for examination or archiving.

Using Materials Copyrighted by Others

As the author of the thesis or dissertation, you will be asked to certify that any previously copyrighted material used in your work, beyond "fair use," is with the written permission of the copyright owner. Please consult the following site for information on [When U.S. Works pass into the Public Domain](#). The [Duke University Libraries Office of Copyright and Scholarly Communication](#) and the [United States Copyright Office](#) are valuable resources for any questions you may have concerning previously published work. Book and journal publishers normally hold the copyright for all materials they publish. Even if you are the sole author or one of several authors of material in a published book or journal, you must obtain written permission from the copyright holder if you are including this material in your thesis/dissertation. You are responsible for securing these permissions and paying any permission fees.

Sample Pages/ Supporting Documents

- Departmental Defense Announcement
- Dissertation/ Thesis Advisor/ Supervisor Letter
- Copyright Page
- Title Signature Page
- Abstract Title Signature Page
- Non-Exclusive Distribution License and Thesis/Dissertation Availability Agreement

Template: Departmental Defense Announcement

The final examination of _____
(name of student)

(Student ID)

for the [Ph.D./ or Master's] degree in _____ will be
(department or program)

held on _____ in
(time of day, month, date, year)

_____. (building, room number)

The Title of the [thesis/dissertation] is:

The Committee to conduct the examination consists of:

_____ Chair

Director of Graduate Studies

Dissertation/ Thesis Advisor/ Supervisor Letter

Instructions:

- Dissertation/ Thesis Advisor emails letter on letterhead in PDF to gradacademics@duke.edu
- Chose thesis or dissertation. ****NOTE:** thesis for Master's and dissertation for Ph.D.'s
- Print first/ last name
- Provide signature

Template

Month/ Day/ Year

Graduate School Academics Office Duke University Graduate School 2127 Campus Drive
Box 90065

To Whom it May Concern:

I have read the [thesis/ or dissertation] of _____ and it is complete and ready to defend.

Sincerely,

Dissertation/ Thesis Advisor/ Supervisor

Department

Template: Copyright Page

Copyright by
Alexis Moore Scott
2018

Template: Title Signature Page

The Systematic Study of Solvent Extraction with Acetylacetone

by

Alexis Moore Scott

Department of (name of your department or program) Duke University

Date:

Approved:

Ray T. John, Dissertation/ Thesis Advisor/ Supervisor

Committee Member Name

Committee Member Name

Committee Member Name

Committee Member Name

(NOTE:** Signatures of all committee members must be included above.)

Thesis/Dissertation submitted in partial fulfillment of the requirements for the degree of Doctor of Philosophy/ or Master of Science/ or Master of Arts in the Department of (name of your department or program) in The Graduate School of Duke University

2018

(NOTE:** single spacing above.)

Template: Abstract Title Signature Page

ABSTRACT

The Systematic Study of Solvent Extraction with Acetylacetone by
Alexis Moore Scott

Department of (name of your department or program) Duke University

Date:

Approved:

Raye T. John, Dissertation/ Thesis Advisor/ or Supervisor

Committee Member Name

Committee Member Name

Committee Member Name

Committee Member Name

(Below please note that copy reads “An abstract of a thesis/dissertation...”)

An abstract of a [thesis/ or dissertation] submitted in partial fulfillment of the requirements for the degree of Doctor of Philosophy/ or Master of Science/ or Master of Arts in the Department of (name of your department or program) in The Graduate School of
Duke University
2018



Non-Exclusive Distribution License and Thesis/Dissertation Availability Agreement

By signing and submitting this license “the author” grants to DukeSpace at Duke University the non-exclusive right to reproduce and distribute your submission in electronic format via the World Wide Web, as well as the right to migrate or convert your submission, without alteration of the content, to any medium or format for the purpose of preservation and/or continued distribution.

Duke University acknowledges that this is a non-exclusive license; any copyrights in the submission remain with the author or other copyright holder and subsequent uses of the submitted material by that person(s) are not restricted by this license.

The author agrees that Duke University may keep more than one copy of this submission for purposes of security, backup and preservation.

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