**Dissertation Submission Requirements**

**Psychology**

-Copies must be high quality and made on a photocopier. It is recommended that you take your dissertation to a business that provides professional copy services, such as the Sam Houston Press.

-A blank sheet of paper is required at the front and back of all copies.

-Only 1 library copy needs original signatures; this page can be photocopied for all other copies.

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**All copies (with all required signatures),UMI form filled out and signed, Route sheet (with Chair and Dean’s signatures) and payment for binding.**

If any of these are missing the Library Director will not sign off on your route sheet.

-Then take the route sheet to Graduate Studies and then to the Registrar.

-Your copies will not be sent to the bindery until after graduation. Shipments go out every month and there is a one month turnaround time once it is sent. You will either be called to pick up your personal copies once they are returned, or they will be sent in the mail to you. The library will deliver the copies to your department.