



Final Deposit Checklist

Check one: Thesis Dissertation MFA Supportive Statement

Name _____ ISU email address _____
(check university email daily: all messages regarding your document will be sent to this address)

Long-term contact information for 6 months in case there are issues with binding:

Best phone number to contact you

Committee chair _____ ISU email _____

Date proposal was approved by Graduate School : _____ (check proposal form to assure accuracy)

Date oral defense was completed _____

- Completed, signed [Outcome of Defense](#) form from Graduate School web site
- Only if you added any material after the Right to Defend submission that resulted in a new yes answer on the [Copyright Authority Checklist](#): a new signed copy of that checklist (section 5 of the Proposal Approval form) along with any additional required letters
- If you are using a journal style for your dissertation/thesis: a copy of the journal with the format you are using

Continue to check your ISU email account until your thesis/dissertation is finalized. All communication regarding necessary formatting corrections will be sent to this address.

THIS SECTION TO BE COMPLETED BY DOCTORAL STUDENTS ONLY

- Only if you are participating in Commencement, submit a [Commencement Data Form](#) to dissert@ilstu.edu or the Graduate School no later than November 19th for participation in the December ceremony or April 5th for participation in the May ceremony.
- Only if you wish the university to notify press of your graduation, submit a completed [Graduation Announcement Form](#) to dissert@ilstu.edu or the Graduate School.