

Verification of the Submission of a Graduate Thesis or Dissertation to the R.L. Bogomolny Library

Student Name:

Degree Program:

Thesis/Dissertation Title:

This form verifies that the student has:

- submitted one print copy of their thesis/dissertation (with the original signature page) to the Library
- submitted one electronic copy of their thesis/dissertation to the KnowledgeWorks@UB digital repository
- submitted one electronic copy of their thesis/dissertation to ProQuest Dissertation Publishing (*required for all dissertations* and strongly encouraged for all theses)

Librarian or Designate:

Date:

To the student:

Complete the top portion of the form prior to your visit to the Library. You can complete the form electronically at: <http://langsdale.ubalt.edu/about-us/library-services/uploads/documents/dissertation-verification.pdf> or you can print it out and complete it by hand. Return the completed form to Debbie Li (dli@ubalt.edu) or to one of her associates.

You are **required** to submit to the Library **one print copy** of the entire thesis/dissertation per the requirements outlined in the [Thesis/Dissertation Binding Request Form](#). This copy must contain the original signed document in which the faculty members have attested to your successful completion of the thesis/dissertation.

You are also **required** to submit **one electronic copy** of the entire thesis/dissertation to the digital repository [KnowledgeWorks@UB](#) following the requirements outlined in the submission guidelines. **You must complete your online submission before delivering your print copy and this completed verification form.**

If you are submitting a dissertation, you are required to submit one electronic copy to ProQuest. You must complete the submission to ProQuest before coming to the Library to deliver it.

Once all submissions are complete, a Library staff member will sign this document and give you two copies. Keep one for your records and give one to your thesis/dissertation director. A grade for this course cannot be issued, and your degree is not finalized until all submissions are complete.

Questions? Contact Debbie Li at dli@ubalt.edu.