

Thesis/Doctoral Project/Dissertation/Journal Article Typist List

Central Michigan University does not endorse any typist. The typists listed here are familiar with the general formatting requirements and thesis/doctoral project/journal article/dissertation process mandated by the Office of Research and Graduate Studies. The typist list is supplied on request for informational purposes only.

Use of a Typist. The service of a typist to produce the final draft of a thesis/doctoral project/journal article/dissertation is allowed by the Office of Research and Graduate Studies. However, the use of a typist is for formatting purposes only. **Using a typist for the purpose of editing the content of a thesis/doctoral project/journal article/dissertation is strictly prohibited.** All arrangements, including the financial aspect, are to be handled directly between the typist and the student. When hiring someone to prepare their thesis/doctoral project/dissertation/journal article, students should specify all terms. Agree in writing on such things as a time frame for completion (including corrections), whether or not editing and correction are provided, specific fees per page, whether fees agreed upon cover corrections until final approval by the Office of Research and Graduate Studies, etc. Revisions required by the Office of Research and Graduate Studies are sent directly to the student and the typist.

Students will need to contact a typist early in the semester as there is no guarantee that a typist will be available, especially in the 2-3 weeks before the deadline.

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