OFFICE OF GRADUATE STUDIES
CENTRAL MICHIGAN UNIVERSITY

Thesis/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/dissertation/journal article process mandated by the Office of 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/dissertation/journal article is allowed by the Office Graduate Studies. However, the use of a typist is for formatting purposes only. All arrangements, including the financial aspect, are to be handled directly between the typist and the student. When hiring someone to prepare a thesis/dissertation/journal article, a student 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 Graduate Studies, etc. Revisions required by the Office of Graduate Studies are sent directly to the student and the typist. Any possibility of using an editor is a decision that is to be made by the program or department.

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.

Theresa Ames
989-339-0388
tames44@hotmail.com

Melissa Dunn
253-343-7845
editoo.services@gmail.com

Ann Harmon
231-742-1859
acdanielski@gmail.com

Jennifer Marrs
989-824-2564
jenmarrs18@gmail.com

Nicole Morrison
989-240-8014
crippsni@hotmail.com