

Thesis/Dissertation Procedures

Thesis/Dissertation Proposal:

1. **Room reservation** - contact the PSY main office staff 989-774-3001 for room reservation including laptop and/or projector
2. **Necessary forms*** – once signed by committee, give the following forms to PSY secretary on day of proposal:
 - Prospectus
 - IRB or IACUC
 - Abstract

Thesis Defense:

1. **Room reservation** - contact the PSY main office staff 989-774-3001 for room reservation including laptop and/or projector
2. **Necessary forms*** – once signed by committee, give the following forms to PSY secretary on day of defense:
 - Contact Information
 - Committee Chair & Student Verification
 - Oral Defense Submission (IMPORTANT: notify College of Graduate Studies 2 weeks prior to defense)
 - Thesis Plan A & B Sign-off

Dissertation Defense:

1. **Room reservation** - contact the PSY main office staff 989-774-3001 for room reservation including laptop and/or projector
2. **Necessary forms*** – once signed by committee, give the following forms to PSY secretary on day of defense:
 - Contact Information
 - Committee Chair & Student Verification
 - Oral Defense Submission (IMPORTANT: notify College of Graduate Studies 2 weeks prior to defense)
 - Dissertation Completion Sign-off

*All necessary forms located on PSY website