

INTRODUCTION

The Graduate School at New Mexico State University requires a dissertation for the PhD and EdD degrees and a thesis for many master's degrees. The thesis and dissertation become permanent records of scholarly research once they are completed. A non-circulating archival copy of all NMSU theses and dissertations is housed in the Archives and Special Collections Department of Branson Library. A circulating copy of the work is shelved in either Branson or Zuhl Library, depending upon the subject classification. As such, all manuscripts completed in partial fulfillment of the doctoral or master's degree become part of the library collection and are available to the general public; dissertations are also available through ProQuest.

For programs requiring a thesis or dissertation, the student is responsible for submitting a completed copy of their thesis or dissertation to the Library for Binding. Once the document has been approved by the thesis or dissertation committee and the Graduate Dean, the thesis or dissertation is considered a final document. No changes to the document can be made by the author after approval by the committee and Graduate Dean.

The Graduate School at NMSU has established these Guidelines to maintain consistency of format. This handbook sets forth the thesis and dissertation (hereafter referred to as "thesis") requirements established by the Graduate School of New Mexico State University. Responsibility for the writing and editing of the thesis or dissertation is the student's. Matters of content and length are decided by the student, the committee chair, and the committee.

The thesis is a scholarly work, which calls for clear and concise writing. Correct grammar, punctuation, and spelling must always be used. Similarly, standard typing practices must be followed in preparing the final typescript of the work. All references and documentation must be complete. The Graduate School reserves the right to refuse any thesis that does not conform to the aforementioned fundamentals and these Guidelines.

Individual departments may have additional requirements or may specify requirements in greater detail. Every graduate student is responsible for learning about special departmental/school requirements that may exist.

The Graduate School reviews each submission to ensure these Guidelines are followed.

For questions regarding thesis review, please contact Milen Bartnick at (575) 646-1432 or mbartnic@nmsu.edu.

For deadlines, please see <<http://gradschool.nmsu.edu/deadlines/deadlines.htm>>.