

# Application for Dissertation Library Format Review (Form E)

**Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ID#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Date Submitted to COE review:***

*My dissertation was defended successfully on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The format of this draft has been approved by my Committee Chairperson. I am now asking for final approval of the format from the COE. (Submit this form and a Word version and PDF version of your manuscript to the program director at* *hlhurst@frostburg.edu**).*

**Areas reviewed:**

1. Appropriate reference style used in text Yes\_\_\_\_\_ No\_\_\_\_
2. Accuracy and completeness of references and citations Yes\_\_\_\_\_ No\_\_\_\_
3. Correct table names and format Yes\_\_\_\_\_ No\_\_\_\_
4. Correct figure names and format Yes\_\_\_\_\_ No\_\_\_\_
5. Correct reference style in bibliography Yes\_\_\_\_\_ No\_\_\_\_
6. Correct headers and chapter titles Yes\_\_\_\_\_ No\_\_\_\_
7. Correct ordering of the preliminary pages Yes\_\_\_\_ No\_\_\_\_
8. Appropriate margin spacing in text Yes\_\_\_\_ No\_\_\_\_
9. Correct positioning of page numbers Yes\_\_\_\_ No\_\_\_\_
10. Correct page numbering Table of Contents Yes\_\_\_\_ No\_\_\_\_
11. Correct font style and size Yes\_\_\_\_ No\_\_\_\_
12. Correct line spacing in text Yes\_\_\_\_ No\_\_\_\_

**COE Dissertation Review Representative:**

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**Library Approval**: *This student’s dissertation manuscript has been uploaded into ProQuest*.

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REV 11-02-21