

Thesis and dissertation process

Master's documents should be submitted to masterthesis@csuohio.edu

Doctoral documents should be submitted to phddissertation@csuohio.edu

Secure a thesis/dissertation chair and build your committee.

When your committee has approved your topic, complete the [Proposal Approval Form](#). Your program will submit the completed form to Graduate Studies (masterthesis@csuohio.edu or phddissertation@csuohio.edu) for approval.

Register for thesis/dissertation credits.

After your committee is approved, you can enroll in thesis/dissertation credit. Once you begin taking thesis/dissertation credit, you must continue to enroll in at least 1 credit hour each fall and spring semester until you have successfully defended your thesis/dissertation.

Defend by week 10 of Fall or Spring classes, or week 7 of Summer classes.

Once all edits have been made, submit your final version to Graduate Studies (masterthesis@csuohio.edu or phddissertation@csuohio.edu). Your program will submit the approval page and notice of completion ([Master's](#) or [PhD](#)).

Complete the format review process (minimum 2 reviews).

Follow the formatting [guidelines](#). Begin the review process by meeting with Ms. Rodgers, who will advise you on follow-up reviews and when to set up the final review with Ms. Hill. Appointments are made through [Starfish](#).

Publish your final manuscript on OhioLINK.

After the format is approved and the required documents are verified, you will receive publication instructions. A PDF of your manuscript will also be provided to you for upload. Your degree will be awarded once the manuscript is published on OhioLINK.