

# Verification of the Submission of a Graduate Thesis or Dissertation to the Robert L. Bogomolny Library

Student Name:

Degree Program:

Thesis/Dissertation Title:

This form verifies that the student has:

- submitted one print copy of their thesis/dissertation (with the original signature page) to the Library
- submitted one electronic copy of their thesis/dissertation to the KnowledgeWorks@UB digital repository
- submitted one electronic copy of their thesis/dissertation to ProQuest Dissertation Publishing (*required for all dissertations* and strongly encouraged for all theses)

Librarian or Designate:

Date:

*To the student:*

Complete the top portion of the form prior to your print submission to the Library. Submit the completed form along with your print copy(ies) to an Acquisition and Discovery Services staff member, Debbie [dli@ubalt.edu](mailto:dli@ubalt.edu) or Tim [tcommo@ubalt.edu](mailto:tcommo@ubalt.edu).

You are **required** to submit to the Library **one print copy** of the entire thesis/dissertation per the requirements outlined in the submission guidelines. This copy must contain the original signed document in which the faculty members have attested to your successful completion of the thesis/dissertation.

You are also **required** to submit **one electronic copy** of the entire thesis/dissertation to the digital repository [KnowledgeWorks@UB](https://knowledgeworks.ubalt.edu) following the requirements outlined in the submission guidelines. **You must complete your online submission before submitting your print copy and this completed verification form.**

**If you are submitting a dissertation, you are required to submit one electronic copy to ProQuest.** You must complete the submission to ProQuest before submitting your print copy.

Once all submissions are complete, a Library staff member will sign this document and give you two copies. Keep one for your records and give one to your thesis/dissertation director. A grade for this course cannot be issued, and your degree cannot be finalized, until all submissions are complete. **Please check with your degree advisor to confirm the deadline for submission.**