FORMS & INSTRUCTIONS for Paper Submission of your Doctoral Dissertation or Master’s Thesis

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2. Choose your publishing option, Open Access Publishing Plus or Traditional Publishing.
3. Select any necessary embargoes and restrictions. Note: your institution may have explicit policies regarding embargoes and restrictions, dissemination and access. Check with your graduate school or its equivalent to be sure you comply with institutional policies.
4. Sign the ProQuest Publishing Agreement. Publication of your work may be delayed or impossible if your signature is missing.

Submission Form

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Subject Categories

The first (primary) subject category that you enter is the one under which your dissertation or thesis will occur in our citation and abstract indices. Using Guide 2: ProQuest Subject Categories (attached), choose the category that most closely corresponds with the field in which you did your graduate research. You may add one or more secondary subject categories; these will be associated with your work and may increase its exposure to search engines.

Keywords

Adding good keywords is another way to increase the chances your work will be discovered. For example, geographic locations or specialized terms that do not occur in your title or abstract can increase exposure of your work.

Contact Information

Provide a future mailing address and telephone numbers. If there is an issue with your submission and we are not able to reach you, release of your dissertation or thesis and production of any print copies you order will be substantially delayed. Provide a permanent email address such as gmail.

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Optional

Supplementary files on digital media. See the website to learn about including multimedia material: www.proquest.com/products-services/dissertations/authors.html
Completed Submission Package
All materials should be packaged together and delivered to the appropriate office on your campus. A complete submission package includes:

- Signed ProQuest Publishing Agreement
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- 1 extra copy of your Abstract, identical to the one in your manuscript
- Your complete manuscript
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Checklist
☐ Have you indicated your choice of Open Access Publishing Plus or Traditional Publishing?
☐ Have you indicated any necessary embargoes or restrictions?
☐ Have you signed the ProQuest Publishing Agreement in the space provided?
☐ Have you indicated the type of manuscript that you are submitting (Master’s Thesis or Doctoral Dissertation)?
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☐ Have you indicated one or more subject categories that describe your disciplinary area?
☐ Have you provided keywords that will help search engines discover your research?
☐ Are all pages of your manuscript present and appropriately numbered? The most common problem with submissions is missing pages.
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- Preparing Your Manuscript
- ProQuest Subject Categories
- Open Access versus Traditional Publishing
- Embargoes and Restrictions
- Copyright Guide

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    - 2 year embargo

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Year manuscript completed  __________

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Committee Member  Committee Member  Committee Member  Committee Member

Language of manuscript  __________________________________________

Primary Subject Category: Enter the 4-digit code and category name from Guide 2 that most closely describes the disciplinary area of your research.  Code_______ Category____________________

You may suggest two additional subject categories that may aid in the discovery of your work in our digital database.

Code_______ Category____________________

Code_______ Category____________________

Provide up to 6 keywords or short phrases for citation indices, library cataloging, and database searching.

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**AREA, ETHNIC, AND GENDER STUDIES**
- African American studies 0296
- African studies 0293
- American studies 0323
- Asian American studies 0343
- Asian studies 0342
- Baltic studies 0361
- Black studies 0325
- Canadian studies 0385
- Caribbean studies 0432
- Classical studies 0434
- East European studies 0437
- Ethnic studies 0631
- European studies 0440
- French Canadian culture 0482
- Gender studies 0733
- LGBTQ studies 0492
- Hispanic American studies 0737
- Holocaust studies 0507
- Islamic studies 0512
- Judaic studies 0751
- Latin American studies 0550
- Middle Eastern studies 0555
- Native American studies 0740
- Near Eastern studies 0559
- North African studies 0560
- Pacific Rim studies 0561
- Regional studies 0604
- Scandinavian studies 0613
- Slavic studies 0614
- South African studies 0654
- South Asian studies 0638
- Sub Saharan Africa studies 0639
- Women's studies 0453

**BUSINESS**
- Accounting 0272
- Arts management 0424
- Banking 0770
- Business administration 0310
- Entrepreneurship 0429
- Finance 0508
- Management 0454
- Marketing 0338
- Sports management 0430

**COMMUNICATIONS AND INFORMATION SCIENCES**
- Communication 0459
- Information science 0723
- Journalism 0391
- Library science 0399
- Mass communication 0708
- Technical communication 0643
- Web studies 0646

**FINE AND PERFORMING ARTS**
- Art criticism 0365
- Art history 0377
- Cinematography 0435
- Dance 0378
- Design 0389
- Fashion 0200
- Film studies 0900
- Fine arts 0357
- Music 0413
- Musical performances 0943
- Performing arts 0641
- Theater 0465
- Theater history 0644

**ARCHITECTURE**
- Architecture 0729
- Architectural engineering 0462
- Landscape architecture 0390

**EDUCATION**
- Adult education 0516
- Art education 0273
- Bilingual education 0282
- Business education 0688
- Community college education 0275
- Continuing education 0651
- Curriculum development 0727
- Early childhood education 0518
- Education 0515
- Education finance 0277
- Education history 0520
- Education policy 0458
- Educational administration 0514
- Educational evaluation 0443
- Educational leadership 0449
- Educational philosophy 0998
- Educational psychology 0525
- Educational sociology 0340
- Educational technology 0710
- Educational tests & measurements 0288
- Elementary education 0524
- English as a second language 0441
- Foreign language education 0444
- Gifted education 0445
- Health education 0680
- Higher education 0745
- Higher education administration 0446
- Home economics education 0278
- Industrial arts education 0521
- Instructional design 0447
- Language arts 0279
- Mathematics education 0280
- Middle school education 0450
- Multicultural education 0455
- Music education 0522
- Pedagogy 0456
- Performing arts education 0457
- Physical education 0523
- Reading instruction 0535
- Religious education 0527
- School counseling 0519
- Science education 0714
- Secondary education 0533
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- Special education 0529
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- Vocational education 0747
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## Behavioral, Natural, and Physical Sciences

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- Agriculture education 0517
- Agriculture engineering 0539
- Agronomy 0285
- Animal diseases 0476
- Animal sciences 0475
- Aquatic sciences 0792
- Forestry 0478
- Horticulture 0471
- Plant pathology 0480
- Plant sciences 0479
- Range management 0777
- Soil sciences 0481
- Urban forestry 0281
- Wildlife management 0286

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- Behavioral sciences 0602
- Clinical psychology 0622
- Cognitive psychology 0633
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- Developmental psychology 0620
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- Occupational psychology 0624
- Personality psychology 0625
- Physiological psychology 0989
- Psychobiology 0349
- Psychology 0621
- Quantitative psychology 0632
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- Bioinformatics 0715
- Biology 0306
- Biomechanics 0648
- Biophysics 0786
- Biostatistics 0308
- Botany 0309
- Cellular biology 0379
- Developmental biology 0758
- Endocrinology 0409
- Entomology 0353
- Evolution & development 0412
- Genetics 0369
- Histology 0414
- Limnology 0793
- Microbiology 0410
- Molecular biology 0307
- Morphology 0287
- Neurosciences 0317
- Parasitology 0718
- Physiology 0719
- Systematic biology 0423
- Virology 0720
- Zoology 0472

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- Macroecology 0420
- Paleoecology 0426

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- Biomedical engineering 0541
- Chemical engineering 0542
- Civil engineering 0543
- Computer engineering 0464
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- Electrical engineering 0544
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- Geological engineering 0466
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- Industrial engineering 0546
- Mechanical engineering 0548
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- Naval engineering 0468
- Nanotechnology 0652
- Nuclear engineering 0552
- Ocean engineering 0547
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- Packaging 0549
- Petroleum engineering 0765
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- Environmental economics 0438
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- Environmental engineering 0775
- Environmental geology 0407
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- Environmental law 0439
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- Environmental philosophy 0392
- Environmental science 0768
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- Atmospheric chemistry 0371
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- Biogeochemistry 0425
- Biological oceanography 0416
- Chemical oceanography 0403
- Continental dynamics 0406
- Geobiology 0483
- Geochemistry 0996
- Geographic information science and geodesy 0370
- Geology 0372
- Geomorphology 0484
- Geophysics 0373
- Hydrologic sciences 0388
- Marine geology 0556
- Meteorology 0557
- Mineralogy 0411
- Paleoecology 0653
- Paleontology 0418
- Petroleum geology 0583
- Petrology 0584
- Physical geography 0368
- Physical oceanography 0415
- Planetology 0590
- Plate tectonics 0592
- Remote sensing 0799
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- Audiology 0300
- Dentistry 0567
- Epidemiology 0766
- Gerontology 0351
- Health care management 0769
- Health sciences 0566
- Immunology 0982
- Kinesiology 0575
- Medical ethics 0497
- Medical imaging 0574
- Medicine 0564
- Mental health 0347
- Nursing 0569
- Nutrition 0570
- Obstetrics 0380
- Occupational safety 0354
- Occupational therapy 0498
- Oncology 0992
- Ophthalmology 0381
- Osteopathic medicine 0499
- Pathology 0571
- Pharmaceutical sciences 0572
- Pharmacology 0419
- Physical therapy 0382
- Public health 0573
- Public health education 0500
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- Toxicology 0383
- Veterinary medicine 0778
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