

Final Electronic Thesis Approval

Master's thesis students must submit this form to complete their thesis requirements. The form includes:

- A non-exclusive license giving FIU permission to archive and distribute the electronic work.
- Embargo options.
- Review and Acceptance section with signatures of student, major professor(s), committee members, Graduate Program Director or Department Chair, Dean of College or School, and Dean of University Graduate School.

DEADLINES

Complete the Final Electronic Thesis Approval form after a final copy of the thesis is approved by the committee. Deadlines for submission of this form to the UGS are available at: <http://gradschool.fiu.edu/calendar-deadlines/>

Submit the form to the Academic units before the deadline to allow sufficient time for approvals and signatures. Ultimately, it is the student's responsibility to make sure the form is received by the University Graduate School on time.

CONTINUOUS ENROLLMENT REQUIREMENTS

Current graduate enrollment of at least 1 thesis credit is required at the time of submission of the Final ETD to UGS.

Further information regarding the UGS continuous enrollment policies is available at <http://policies.fiu.edu/files/783/>.

INSTRUCTIONS

- a) All information must be typed.
- b) Complete information and instructions on the ETD process can be found at <https://gradschool.fiu.edu/thesis-dissertation/>
- c) If applicable, Final Electronic Thesis Approval submissions must also include a copyright release from publishers if any part of the thesis has been published.
- d) Submit Final Electronic Thesis Approval form and required documentation to Major Professor, Committee, Graduate Program Director or Department Chair, and the Dean of the College for approval. The academic college will submit the form to UGS via email for final review/approval.
- e) After submission at UGS, you will receive an email with upload instructions for the final manuscript towards the end of the term.
- f) A hard copy of the thesis manuscript **is not** required.

BINDING

Some departments require their students to provide additional bound copies. Please check with your department to inquire if there are such requirements.

Although the committee page (page ii) MUST be included in the thesis manuscript, submission of a physical committee page to UGS is NOT required.

Visit the [UGS ETD page](#) to view a list of binding companies that have experience working with academic manuscripts.

To check the status of your thesis forms, please log on to my.fiu.edu, click on the Tasks tile, and navigate to your selected thesis form under the "To Do List" section.

For questions regarding this form and the requirements, please contact UGS: (305) 348-2455 or etd@fiu.edu

Final ETD Approval

BOTH PAGES MUST BE TYPED AND SUBMITTED WITH SIGNATURES

Student's Name _____ PID _____
 [Last] [First] [Middle]

Primary telephone _____ E-mail _____

College _____ Dept/Graduate Program _____

Semester for which Application for Graduation was submitted: _____

Degree: _____ _____ Major _____

Thesis Title: _____

By signing below, I (we) acknowledge the following:

1. The document has been reviewed and accepted by the student's advisory committee.
2. The final oral defense by the student was successful.
3. The final thesis was approved.
4. I have made the suggested formatting changes per the UGS to my thesis.

REQUEST MADE BY:	Student (Must also complete and sign Page 2)	Signature	Date
APPROVED BY:	Major Professor (Please Sign Page 2)	Signature	Date
APPROVED BY:	Co-Major Professor (Please Sign Page 2)	Signature	Date
APPROVED BY:	Committee Member	Signature	Date
APPROVED BY:	Committee Member	Signature	Date
APPROVED BY:	Committee Member	Signature	Date
APPROVED BY:	Committee Member	Signature	Date
APPROVED BY:	GPD/Department Chair	Signature	Date
APPROVED BY:	Dean of College or School	Signature	Date
APPROVED BY:	Dean of the University Graduate School	Signature	Date

FOR OFFICE USE ONLY

Revised June 2023

Enrollment in _____ thesis credit hours

GPA of at least 3.0 _____

All forms submitted

All signatures included

REVIEWED BY: _____

