



Thesis Manuscript Requirements

Because all master's theses are now published electronically and easily accessed through most major search engines, it is critical that all manuscripts be grammatically correct and conform to university guidelines and APA style (or the appropriate style for legal and historical manuscripts).

To ensure that we maintain a high level of quality that will best represent our program, the department now requires that all theses be professionally edited prior to the thesis defense. Specifically, the professional editing must be completed two weeks prior to the defense. This will enable committee members to read a clean, edited final draft prior to the defense.

In rare cases, the thesis committee chair may petition the graduate committee to request that this requirement be waived. The graduate coordinator and committee members will review the petition. In order to be considered and reviewed, the graduate coordinator must receive the petition at least three weeks prior to the planned defense date.

University manuscript preparation requirements can be found at the Graduate Studies website by going to <http://www.byu.edu/gradstudies/forms/forms.php> and selecting ADV Form 11b.

The following people can be contacted by students to obtain the services of a professional editor:

Jason Zippro – jason_zippro@byu.edu , 3328 WILK, 2-3044

Marv Gardner – marv_gardner@byu.edu, 4045 JFSB (Linguistics Dep./Editing), 2-1253

Melve Thorn – mel_thorne@byu.edu, 4092 JKB (Editing), 2-1719

Olivia Merrill – olivia.merrill@outlook.com, 801-319-0745

You may contact these individuals via email. In your email, please indicate what type of editing is needed and how much you are willing to pay for the editing process. Please do not contact the English Department directly.

Please note that if you are required to make major revisions at your thesis defense, you may be required to have the new sections of your manuscript re-edited before receiving final approval.

If you have any questions about this policy, please contact the department's graduate coordinator.