



College of Graduate Studies Thesis, Doctoral Project, and Dissertation Typist List

Central Michigan University does not endorse any typist. The typists listed here have attended a training session to learn about the general formatting requirements and thesis/dissertation process mandated by the College of Graduate Studies. The typist list is supplied on request for informational purposes only.

Use of a Typist. The service of a typist to produce the final draft of a thesis/doctoral project/dissertation is allowed by the College of Graduate Studies. However, all arrangements, including the financial aspect, are to be handled directly between the typist and the student. When hiring someone to prepare their thesis/doctoral project/dissertation, students should specify all terms. Agree in writing on such things as a time frame for completion (including corrections), specific fees per page, whether fees agreed upon cover corrections until final approval by the College of Graduate Studies, and if the fee covers taking the document to Printing Services for binding and the Park Library for microfilming (dissertations only) on the student's behalf.

Required Revisions. Revisions required by the College of Graduate Studies are sent directly to the student (not the typist) whose responsibility it is to convey these revisions to their typist and, once the revisions are made, to review the revisions to ensure that the requested revisions are being made and correctly and submit them to the College of Graduate Studies. Revisions will not be sent by the College of Graduate Studies directly to the typist.

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