

THESIS FINISH ALL PROCEDURE

AFTER THE DEFENCE, THE STUDENT MUST MAKE ALL CORRECTIONS BEFORE BRINGING IT IN TO THE OFFICE OF THE VICE-PRESIDENT, RESEARCH AND GRADUATE STUDIES.

1. MEMO CONFIRMING CORRECTIONS (USUALLY FROM SUPERVISOR)

2. STUDENT MUST HAVE NO LESS THAN 3 COPIES OF THESIS:

1- LIBRARY (ORIGINAL COPY)	N/C
2- DEPARTMENT COPY	N/C
3- SUPERVISOR COPY	\$27.00

(FOR ANY ADDITIONAL COPY, STUDENT MUST PAY AN EXTRA \$27.00 PER COPY)+ extra \$4.00 + HST each if pockets are required (often needed by Geology students for maps)

3. STUDENT MUST PAY BY CHEQUE OR CASH BEFORE COPIES ARE SENT OUT FOR BINDING. IF THE STUDENT IS USING THE SUPERVISOR'S BUDGET NUMBER, **WE MUST HAVE A WRITTEN MEMO FROM THE SUPERVISOR WITH HIS SIGNATURE AND BUDGET NUMBER FOR APPROVAL!** (MAKE CHEQUE PAYABLE TO LAURENTIAN UNIVERSITY)

4. STUDENT MUST APPLY TO GRADUATE WITH THE OFFICE OF THE REGISTRAR IF THIS IS NOT ALREADY DONE. THE DEADLINE TO APPLY IS INDICATED ON CONVOCATION NOTICE

5. STUDENT MUST BE REGISTERED AND HIS/HER ACCOUNT MUST BE PAID IN FULL BEFORE HE/SHE CAN GRADUATE

IF THESIS HAS COLOURED PHOTOS, THE ORIGINAL COPY GOING TO THE LIBRARY MUST HAVE BLACK AND WHITE MAT FINISH PHOTOS OR A CLEAR PHOTOCOPY IN ORDER TO BE MICROFILMED

