

Department of Physics Thesis/Dissertation Submission Policies

Students must meet the requirements below to schedule his/her Oral Thesis Defense. Please read the following notice carefully and address any questions or concerns to the Graduate Program Administrator, Evette Ma: EvetteMa@nyu.edu

Final approval of a student's thesis and oral thesis defense is determined by the student's Thesis Committee, augmented by one additional faculty member. Three of the five Committee members, including the student's Advisor, serve as Readers of the dissertation.

- 1.) Meet with the Program Administrator to confirm the your oral thesis defense date, as well as the names of your 5 committee members and Readers. **Your defense date must be scheduled before GSAS's final dissertation submission deadline.**
- 2.) Submit a preliminary draft of your thesis **3 weeks** before your defense date by email as PDF to the Program Administrator, Evette Ma: EvetteMa@nyu.edu

Once a preliminary draft submission is received, you will receive email confirmation that a room has been reserved for your defense.
- 3.) All 3 Readers must read and approve your thesis for defense **2 weeks** before defense date. Those who cannot submit a signed Reader Sheet by deadline should email Evette confirming their approval. Once confirmation is received from all Readers the Defense will be made public.
- 4.) Submit a final draft of your thesis 1 week before your defense date. **Submit as PDF to:** EvetteMa@nyu.edu
- 5.) Return the completed and signed Doctoral Thesis Oral Defense Form to Evette after your defense.
- 6.) Results will be forwarded to the Registrar Graduation Services directly after defense.

The dissertation should be prepared according to the specifications given in the Bulletin of the Graduate School of Arts & Science and the Office of Academic & Student Life.

You are required to submit a preliminary and final draft of your dissertation to the Office of Academic & Student Life. GSAS dissertation submission guidelines and deadlines can be found here: <http://gsas.nyu.edu/page/grad.life.dissertation>