

# Graduate Thesis Submission Checklist

Date: \_\_\_\_\_

To: [Recipient's Name]

From: [Your Name]

Subject: Thesis Submission Checklist

## Checklist for Thesis Submission Requirements

- Title Page - Completed
- Abstract - Completed
- Table of Contents - Completed
- List of Figures/Tables - Completed
- Introduction Chapter - Completed
- Methodology Chapter - Completed
- Results Chapter - Completed
- Discussion Chapter - Completed
- References - Updated and formatted
- Appendices - Included if necessary
- Signed Thesis Submission Form - Attached

Please review and confirm that all required documents are included.

Thank you,

[Your Name]

[Your Contact Information]