Submitting Your Thesis or Dissertation to the Graduate School
Submission and Review Process

You are required to submit your thesis or dissertation to the Graduate School, and the Graduate School must accept it, in order for Binghamton University to confer your degree. Binghamton University archives its theses and dissertations electronically through ProQuest/University Microfilms International (UMI).

Format your thesis/dissertation according to the Graduate School’s formatting requirements.

Submit your thesis/dissertation electronically on the ProQuest/UMI website.

Submit your processing fees form, processing fees check or money order, and Survey of Earned Doctorates (doctoral students only) to the Graduate School. (You will receive an e-mail containing a link to the processing fees form and Survey of Earned Doctorates after you fill out your Graduate Application for Degree.)

The Degree Completion Team will review your thesis/dissertation to ensure that it meets formatting requirements. The Degree Completion Team will notify you if formatting revisions are necessary.

If formatting revisions are necessary, submit revisions to the Graduate School and electronically on the ProQuest/UMI website until your thesis/dissertation meets formatting standards and is accepted.

Receive an e-mail indicating that your thesis/dissertation has been accepted. Congratulations!