

DOCTORAL PROGRAMS

Programs are required for PhD candidates only. The graduate offices or departments have samples of the programs. The printshop on either campus will copy the programs for a fee. The number of copies will vary according to the distribution list available in the Graduate Offices. It is the student’s responsibility to distribute the programs.

The first thing to keep in mind is that you use paper efficiently, thus avoiding blank pages. The individual sections of the program consist of a front page that is somewhat identical to the title page of the dissertation with the addition of the time, place, and location of the defense. The inside left page contains the major and a list of courses. Subsequent pages contain the scholastic or student vitae and the abstract. The finished program is printed front and back and may consist of one 8 1/2” x 14” page and one-half page 7” x 8 1/2”, or 2-3, 8 1/2” x 14” pages front and back. Most student programs are 1 1/2 - 2 pages. The number of pages is determined by the length of the scholastic or student vitae.

The figures below are numbered 1-6 and 1-8 for illustration purposes only. No page numbers are to be used in the program.

Formatting Instructions [Sections are listed in gray italic]:

Font: use a “normal” 10 or 12 point font

Page margins:

1” – top, bottom, and page right margins,

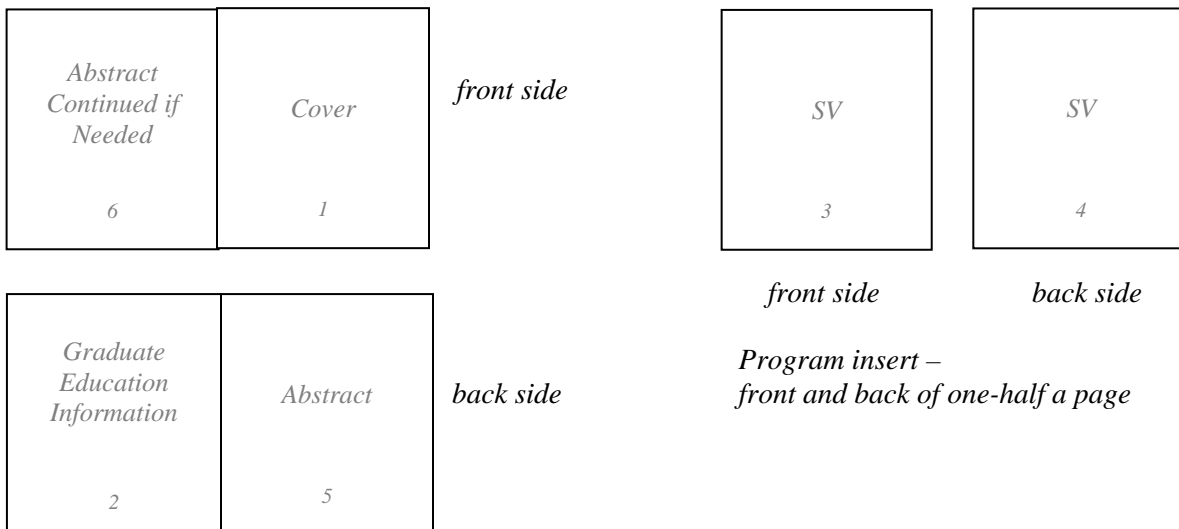
1.5” – page left margin

Page format: landscape, two columns

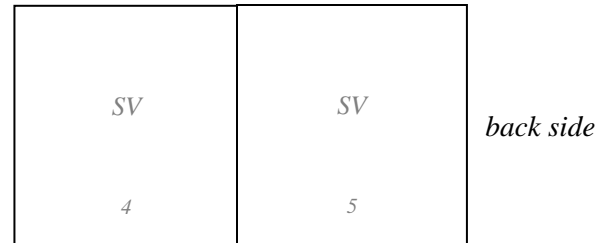
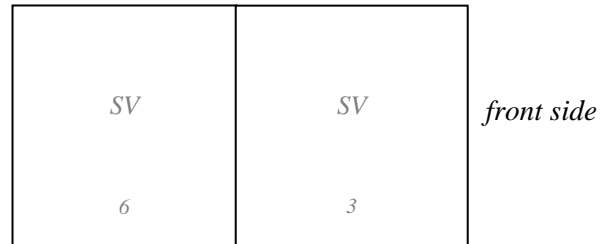
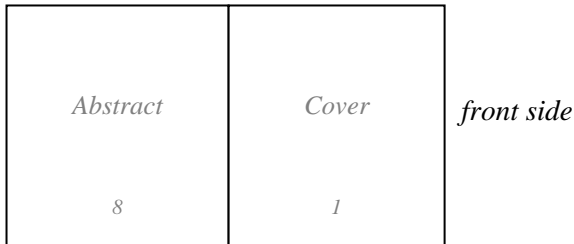
Page size: 8 1/2” by 14”, program size after center fold – 7” by 8 1/2”

Paper: gray, 8 1/2” by 14” paper may be obtained from the printshop

Single Insert (one and a half page program): The finished product will be front and back of one page (8 1/2” by 14”), and front and back of one-half a page (7” by 8 1/2”). The full page will be folded in the center and the half page inserted inside.



Double Insert (two page program): The finished product will be front and back of two full pages (8 1/2" by 14"). Both pages will be folded in the center with the SV page folded in half and inserted inside the program cover page.



*Program insert -
front and back of full page*

WAKE FOREST UNIVERSITY
GRADUATE SCHOOL OF ARTS AND SCIENCES

Final Examination of

First M. Last

*Degree, School
City, State*

For the Degree of

DOCTOR OF PHILOSOPHY

COMMITTEE IN CHARGE

*Chair Name, Degree, Chairman
Chair Department*

*Advisor Name, Degree, Advisor
Advisor Department*

*Other Name, Degree
Other Department*

*Other Name, Degree
Other Department*

*Other Name, Degree
Other Department*

*Defense Location
Date
Time*

PROFESSOR IN CHARGE OF RESEARCH

*Advisor Name, Degree
Title
Department Name
Wake Forest University*

SUMMARY OF DISSERTATION

DISSERTATION TITLE

Page 1 of the abstract

FIELDS OF GRADUATE STUDY

Major Subject: *Subject Name*

*Course 1
Course 2
Course 3
Course 4
Course 5
Course 6
Course 7
Course 8
Course 9*

Correlated Topics

*Course 1
Course 2
Course 3
Course 4
Course 5*

Continuation of SV is needed (double insert program)

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STUDENT (or Scholastic) VITAE

EDUCATION

Ph.D. Department, Year
Wake Forest University School of Medicine
Winston-Salem, North Carolina

Undergraduate Degrees, Year
Any Honors
School Name
City, State

PROFESSIONAL MEMBERSHIPS

Membership 1
Membership 1
Membership 1

AWARDS

Year - Year *Graduate Fellowship (if received)*
Wake Forest University Graduate School

Year *Other Awards*

PUBLICATIONS

Journals

Bibliography Info

Publications continued by category

Continuation of SV is needed (double insert program)

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