THESIS/DISSERTATION BINDING INFORMATION SHEET
ODUM LIBRARY
VALDOSTA STATE UNIVERSITY

FULL NAME ____________________________________________ VSU ID Number ________________

ADDRESS

Street __________________________________ City __________________ State ______________ ZipCode ______________

TELEPHONE (cell) ______________________ (other) __________________________________________

Type of Degree ___________________________ Dept. Awarding Degree __________________________

I hereby submit $____________ ($12.00 x number of copies) for the binding of ______ copies of my Master’s thesis/dissertation. Bound copies are to be distributed as follows:

______ copies to the Library (Required: The Library receives 2 copies.)

______ copies to ___________________________ in the Dept. of __________________________

(Name of Committee Member/s)

______ copies to the author

When bound copies are returned from the bindery: (check one)

______ I shall pick up personal copies. Please notify me at the above address.

______ Mail personal copies, mailed and insured by U.P.S. Fees are $2.00 per copy.

Total mailing cost $________________________

______ Please allow ________________________ to pick up personal copies for me.

I understand that uncopyrighted theses/dissertations are in the public domain and may be photocopied. If I should copyright this thesis/dissertation, I accept responsibility for notifying the University Librarian who will thereafter not authorize photocopying of this work.

Signature __________________________ Date ___________________

Students: Please bring this information sheet, your receipt from the Bursary, and your copies of the thesis/dissertation to the Acquisitions Department on the 4th floor of the Odum Library addition (Room 4430). Follow departmental guidelines (if any) for the number of copies required. If you have any questions, please call 229-259-5058, 245-3734 OR 245-3733.

FOR BURSARY & LIBRARY USE ONLY below this line:

Receipt into account no: 10600-00000-11000-000000-18x-470128

Binding fees received by ________________________

(Signed by Bursary Staff)

Receipt No. __________________________ Total amount of receipt $________________________

Copies of thesis/dissertation received by __________________________

(Signed by Library Staff)

Date sent to Bindery ______________ Date returned from Bindery ________________________