Full Name __________________________ VSU ID Number __________________________

Address ____________________________________________________________
Street City State Zip Code

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
_______ 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 un-copyrighted 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 ________________

Please bring a) this information sheet b) your receipt from the Bursary, and c) your copies of the thesis/dissertation to the Acquisitions Department on the 4th floor of the Odum Library (Room 4430). If you have any questions, please call 229-259-5058 or 229-245-3733.

FOR BURSARY & LIBRARY USE ONLY below this line:

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 ______________