

Important notes about formatting of abstract page:

- The student's name must be the same as the primary legal name in the IU system. The primary legal name is that which is displayed on the student's unofficial SIS transcript. Students can update their primary legal name through Student Central on Union.
- Committee names and signature lines are right justified while the student name and title are centered and the text of the abstract is justified as the rest of the dissertation – either left justified or justified on both sides. Behind each committee member's name, place the appropriate post-nominal initials for that individual (such as Jane Doe, PhD).
- The University Graduate School must receive an original copy of the abstract page, bearing the original signature of each member of the research committee. A blank/unsigned copy of the same abstract page should be included in the dissertation when uploading it to the ProQuest system. If you submit the dissertation via the unbound paper method, the page with the original signatures should be included in the first bound copy of your dissertation. The first bound copy will then be retained by the UGS. A photocopy of the signed acceptance page should be submitted separately to the UGS and a photocopy of the signed page should be used in any additional bound volumes.
- Top, Right, and Bottom margins must be one inch.
- If dissertation will only be electronically accessed, a one inch left margin is acceptable. Left margin should be one inch if the dissertation will be bound in paper form by ProQuest. If using a bindery other than ProQuest, please consult with the bindery about the size of the left margin needed for their binding process.
- All font on abstract should be either 12 or 11 point font size.
- The order of the front matter may differ from student to student, depending on which of the optional items a student may opt to include. Therefore, the page number of the abstract may vary.
- Order of the front matter is:
 - **Title Page (required)**
 - **Acceptance Page (required)**
 - *Copyright Page (optional)*
 - *Dedication (optional)*
 - *Acknowledgements (optional)*
 - *Preface (optional)*
 - **Abstract (required)**
 - **Table of Contents (required)**
 - *Supplemental Materials (lists of tables, figures, appendices, etc) (optional)*