a place of mind
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THESIS/DISSERTATION CHECKLIST: TITLE PAGE

Line order / Description / Common problems

Item	Line	Description	Common Problems
1	**Thesis Title**	Avoid using scientific symbols or Greek letters; spell out the words.	Symbols are included; most symbols can't be catalogued in libraries and will not be searchable.
2	**by**	Required.	Word is capitalized; it must be lower case.
3	**Student Name**	Should be the name under which you are registered at UBC. If you would like to use a different name, please let us know.	Students use alternate form of name, or student's name has changed but UBC record has not been updated.
4	**Previous Degrees**	Optional to list these. If listed, must have degree (abbreviated, e.g. MSc), institution and graduation year.	Incomplete listing.
5	**A Thesis Submitted…**	Must be exactly as shown on sample title page.	No common problems.
6	**Degree Name**	Spell out degree in full e.g. Doctor of Philosophy, Master of Science, Master of Arts.	Note: no "s" at end of Master.
7	**in**	Required.	Word is capitalized; it must be lower case.
8	**The Faculty of Graduate and Postdoctoral Studies**	Must be exact.	No common problems.
9	**Program**	The specific graduate program in which you are registered, in parentheses. Check your student record to confirm your program name.	Program name incorrect; "faculty", "department", "school" or "program" included. Theses with inaccurate program names will not be accepted. Name not in parentheses.
10	**The University of British Columbia** **(Campus name)**	Must have the campus name (Vancouver or Okanagan) in parentheses underneath.	"The" omitted from The University of British Columbia. Campus name omitted, or not in parentheses.
12	**Month and Year**	The month and year in which your thesis is accepted.	Month not current
13	**Copyright symbol, student name, year**	Name must be the same as name at top of title page; year must be current. Do not include the month.	Copyright symbol or year missing Name different from top of title page.