

Master's Thesis Submission Procedures for Broome Library

1. Master's theses must contain the following components:
 - title page
 - signature page (with advisor's and other required signatures)
 - copyright page
 - distribution license (completed and signed by student)
 - body of thesis

The [distribution license](#) and [cover pages](#) (title, signature, and copyright pages) are available on the library's web site.

2. After the thesis is approved and all required signatures are obtained, the thesis is submitted to the library in electronic format as a .PDF file to thesis.submission@csuci.edu.
3. The library places the thesis into CSUCI's Institutional Repository. The thesis will be accessible in a section designated as Masters Theses and subdivided by program area.
4. The thesis will be cataloged in the library's QuickSilver Catalog and will be accessible by author, title, subject, and program area. Google and Google Scholar will index the thesis.
5. The library provides continued online access to the thesis and will migrate file formats in the future, as appropriate.
6. Students may purchase a bound printed copy of their thesis from [Kater Crafts](#).