

Thesis and Dissertation (TAD) Services Overview

What are TAD Services?

TAD Services assist masters and doctoral students in the final steps of degree completion as they prepare their formal, written documents for upload to OhioLINK, an Electronic Thesis and Dissertation (ETD) depository.

Each student writing a thesis or dissertation must complete the TAD Process in order to graduate. The **TAD Process Checklist** provides step by step guidance beginning with students sending a **TAD Submission Form** and thesis or dissertation to tad@ohio.edu.

TAD Services seeks to be student-centered. We go out of our way to guide students through our process as helpfully and efficiently as we can.

Deadlines:

The Graduate Council sets deadlines. TAD Services does not grant exceptions to deadlines.

TAD Services encourages students to begin the TAD Process as early as possible in order to meet deadlines for their chosen semester of graduation.

Current academic year deadlines can be found at: <https://www.ohio.edu/graduate/etd>

What the deadlines mean:

- The **Graduation Application Deadline** is the date by which students must apply for graduation in order to graduate in that semester
- The **Oral Defense Deadline** is the date by which a student must defend a thesis or dissertation in order to graduate in that semester
- The **Post-defense Format Review Deadline** is the date by which students must send a thesis or dissertation to TAD Services in order to graduate in that semester. At this post-defense point, the document's content must final, advisor approved. Only formatting changes allowed after this date. Pre-defense format reviews are encouraged but are optional.
- The **Final Clearance Deadline: TAD Process Complete** is the date by which all steps in the TAD Process must be complete.

Available on the webpage: <https://www.ohio.edu/graduate/etd>

- TAD Process Checklist
- TAD Submission Form
- What is "Early for?"
- Forms and Templates
- Writing resources
- TAD workshop schedule
- Formatting assistance: Instructional videos

TAD Services staffing:

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