

**Film and Visual Studies**  
PH.D DISSERTATION INFORMATION

GSAS requires that each PhD student submit a dissertation through the online submission tool, which can be found at <http://etds.lib.harvard.edu/gsas/>.

Dissertations are cataloged in Harvard's online library catalog, HOLLIS, which helps make student work more discoverable. A hardbound archival paper copy of the submitted, approved work is deposited in the University Archives. Students do not need to take action to secure and submit this copy. Order and submission of the print, bound copy is managed automatically via the ETDs @ Harvard tool and the Office of Scholarly Communication. Upon submission of the application for degree, a one-time \$40 charge will appear on students' term bills for the required copy. (An additional \$40 charge will be placed on term bills of students from departments requiring a departmental bound copy as outlined in, "Additional Bound Copies," pg. 10 of

[https://gsas.harvard.edu/sites/default/files/atoms/files/form%20of%20dissertation\\_Spring%202017\\_0.pdf](https://gsas.harvard.edu/sites/default/files/atoms/files/form%20of%20dissertation_Spring%202017_0.pdf).) Students who apply for the degree and do not then meet all requirements for the degree period will not be charged when submitting future applications for the degree. This preservation copy, provided by Acme Bookbinding, is deposited in the Harvard University Archives as a fail-safe backup. The printed copy does not circulate and is not available for research use. If students would like to order personal copies through Acme Bookbinding, they may do so using their Thesis On Demand service. ***The Department requires a bound copy of the dissertation as well.***

A Dissertation Acceptance Certificate (DAC) documents the formal acceptance of the dissertation by the dissertation committee. Signatures on the DAC are collected by the Programs Administrator for Graduate Studies (Emily Amendola), who should be notified by the student at the time that the final unbound copy is submitted to the committee.

Ordinarily the dissertation advisor and possibly members of the dissertation committee will have had the opportunity to review the dissertation in its middle stage. In any case, the review must be completed no later than three months prior to the Department deadline for submission of the final unbound copy (see timetables below). The dissertation committee must return the full draft within three weeks after it has been received.

Students who have received the doctorate have found it immensely helpful to meet with the members of the committee all together during their completion year. Programs Administrator for Graduate Studies (Emily Amendola) is available to assist in scheduling a meeting with the committee at any time during the writing process.

The dissertation should be an original contribution to knowledge. It must conform to the Supplement to the GSAS Handbook entitled *The Form of the Doctoral Thesis* <https://gsas.harvard.edu/academics/dissertations>.

Another helpful link from GSAS is found here:

[http://handbook.gsas.harvard.edu/files/gsashandbook1617/files/form\\_of\\_dissertation\\_spring\\_2015.pdf](http://handbook.gsas.harvard.edu/files/gsashandbook1617/files/form_of_dissertation_spring_2015.pdf)

Before the degree is granted, a candidate is expected to publicly defend the dissertation. Dissertation Defenses are scheduled by the Programs Administrator for Graduate Studies (Emily Amendola).

	<u>November 2017 Degree</u>	<u>March 2018 Degree</u>	<u>May 2018 Degree</u>
Full draft due to the dissertation advisor	May 1, 2017	September 1, 2017	January 1st of the Graduation Year
Full draft returned by dissertation advisor	June 1, 2017	October 9, 2017	January 30 <sup>th</sup> of the Graduation Year
Degree Application due the Registrar	August 7, 2017	December 15, 2017	April 6, 2018
Final unbound copy due the dissertation committee	August 1, 2017	December 9, 2017	March 30 <sup>th</sup> of the Graduation Year
Dissertation Committee will notify student of dissertation approval and/or additional revisions	August 20, 2017	December 30, 2017	April 20 <sup>th</sup> of the Graduation Year
GSAS Dissertation Submission Deadline	<b>September 7, 2017</b>	<b>January 19, 2018</b>	<b>May 11, 2018</b>