Office of Thesis and Dissertation Services (OTDS)

Responsible University Office:
The Office of Graduate Studies

Contact Information for this office:
Assistant Dean of Graduate Studies: 903-886-5968
Dissertation & Thesis Specialist: 903-886-5967 or OTDS@tamuc.edu
http://www.tamuc.edu/academics/graduateSchool/Thesis%20and%20Dissertation%20Services/default.aspx

The Office of Thesis and Dissertation Services is a unit of the Graduate College that develops supportive services for graduate students completing theses and dissertations.
We provide training and support for faculty, students, and staff involved in graduate education.
We also process, review, and approve proposals and completed theses and dissertations by assessing issues of conformity to the standards of the appropriate style manual and by reviewing issues of research design, data analysis, and research ethics.

Among our resources for graduate faculty and their students are the Dissertation Timeline and the Thesis Timeline. The Dissertation Timeline was created to help students navigate the many steps and challenges inherent in earning a doctoral degree. The timeline is made up of embedded links that lead to information concerning required actions, required forms, and their distribution that are part of the obligations of a doctoral student. A comparable Thesis Timeline is also now published for Master's students in thesis-option graduate programs.

One of the new "services" available to faculty is the use of iThenticate. This is a product from the same folks who gave us Turnitin. However, unlike Turnitin, iThenticate does not retain submissions. Its use is to inform students and faculty members about the amount of "unoriginal" content in their writings, thereby avoiding charges of plagiarism.
Currently, iThenticate is available to all faculty involved in supervision of theses and dissertations. See Academic Integrity and Avoiding Unoriginality in Theses and Dissertations for more information.

The OTDS website also includes deadlines for submission of proposals, theses, and dissertations, proposal packets, templates and guides, style guide editing checklists, thesis and dissertation processes, research methods resources, and research tools. See our FAQs page for answers to frequently asked questions about theses and dissertations.