

INSTRUCTIONS FOR TITLE PAGE

Word Document Template Form

How to fill out this form:

- First, save this document to your computer.
- To fill in the form, click inside the grey highlighted fields that start with “Enter.” Follow the prompts within each grey field. As you type, your text should overwrite the template text and the grey fill should disappear.
- For example, click inside the first field and type the full title of your dissertation. Then click inside the next field to enter your full legal name or name as it appears in Banner.
- In the field where your hometown is requested, spell out the names of states and provinces. Domestic students should include town and state; international students should include town, state/province, and country. For example: “St. Louis, Missouri” or “Montreal, Quebec, Canada.”
- List all your previous degrees with the most recent degree first. List the degree, university, and year. For example: “Master of Arts, University of Notre Dame, 1998.”
- Enter the anticipated conferment month (i.e., January, May, or August) and year of your degree. For example: “May 2021.” If you’re unsure, verify the graduation month and year with the Office of Graduate Studies and Research.
- Be sure to fill in all of the grey fields on the Title Page; do not leave any fields blank. All of the requested information is required.
- Do not make any changes to the layout, font style, or font size on this template. The title field is rich text enabled so that you can use special characters, symbols for equations, and italics for titles of works. Be sure to use the capitalization scheme appropriate for book titles.
- If you have questions, contact Vicki Thompson Dopp in the Office of Graduate Studies.

FORM ON NEXT PAGE

Enter Title of Thesis or Dissertation here.

Enter Your Full Legal or Banner Name Here

Enter Your Hometown, State [Or Hometown, State/Province, Country] Here

Enter Previous Degree, University, Year Here

Enter Previous Degree, University, Year Here

A Enter either "Thesis" or "Dissertation" Here presented to the Graduate Faculty of
The College of William & Mary in Candidacy for the Degree of
Enter one of the following: Master of Arts, Master of Science, Doctor of Philosophy

Enter Department/Program Name Here.

College of William & Mary
Enter Month of Graduation (January or May or August) Year of Degree Conferment
Here