

# Thesis and Project Submission Process

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Scholarly Communications Office  
cfr@humboldt.edu  
(707) 826-5602

## 1 Advancement to Candidacy

You can find the form Application for Advancement to Candidacy and Graduation with all other graduate forms here:

[forms.humboldt.edu](http://forms.humboldt.edu)

## 2 Formatting Workshop

Attend one of our thesis and project formatting workshops. Workshops are scheduled for November, 6, 9, 15, and 16. Register for a workshop here:

[humboldt.libcal.com](http://humboldt.libcal.com)

## 3 Courtesy Format Review (Deadline: November 13)

Submit a draft of your thesis or project for a courtesy format review to [cfr@humboldt.edu](mailto:cfr@humboldt.edu). Formatting guidelines can be found here:

[www2.humboldt.edu/gradprograms/thesis-format-requirements](http://www2.humboldt.edu/gradprograms/thesis-format-requirements)

## 4 Committee Approval (Deadline: December 11)

Submit your final thesis or project to Digital Commons for committee approval. **SUBMIT EARLY** so they have time to approve before the deadline. Submit here:

[digitalcommons.humboldt.edu](http://digitalcommons.humboldt.edu)

## 5 Official Format Review

The Scholarly Communications Office will conduct a formal format review. Stay in contact as you will be instructed to make revisions and resubmit.

If you have questions please call (707) 826-5602 or email [cfr@humboldt.edu](mailto:cfr@humboldt.edu)