

## Format Review Form

(print legibly)

Student Name: \_\_\_\_\_ UWG ID: \_\_\_\_\_

Student Email: \_\_\_\_\_ Student Phone: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_ Department/Major: \_\_\_\_\_

Advisor's Email: \_\_\_\_\_ Advisor's Phone: \_\_\_\_\_

Discipline-Specific Style Guide:     APA     ASA     Chicago     MLA     Turabian

Margins (one inch Left, Right, Top, Bottom with exceptions)

Order of Paper

Title Page

Signature Page

Abstract

Acknowledgement/Preface

Table of Contents

Text

References

References compliant with style manual

Acceptable Font

Page number placement

Bottom, centered, roman numerals, beginning with abstract, iii, through the Table of Contents or the List of Tables

Top, right, within one inch margins, begin with page 2

Title Page

All words spelled correctly

Date correct

Exactly like sample

Signature page (do not duplicate signatures)

Exactly like sample

\_\_\_\_\_  
Student (sign)\*

\_\_\_\_\_  
Faculty Advisor / Dissertation Chair (sign)\*

\*Student and Faculty Advisor signatures indicate that editing and formatting have been reviewed by the student and the committee prior to submitting the required Content Pages to the Format Reviewer for the final format check and approval.

Faculty Advisor or Dissertation Chair confirmed a successful defense before the final format review

Format Reviewer: (print/sign)\*\* \_\_\_\_\_

\*\*The final format check and approval ensures that the required Content Pages adhere to the UWG style requirements and that confirmation was received from the Faculty Advisor or Dissertation Chair of a successful defense. Content is not reviewed for spelling, punctuation, or writing style by the Format Reviewer.