INSTRUCTIONS FOR SUBMISSION OF NON-PRINT MATERIALS

Candidates will submit supplemental CDs and DVDs, such as music compositions or videos, to the Thesis/Dissertation Reviewer by the same deadline to submit the GS-13 form. CDs and DVDs must be stored in a traditional jewel or DVD case (not the slim cases):

*Figure 1. CD jewel case. Figure 2. DVD case.*

The case must include both a liner note and a label on the disc with the following information:

- Name
- Title of project
- Department, division, or school
- Semester and year

At the bottom of the report’s table of contents, the following phrase should be typed (flush left, single spaced):

This report is accompanied by a [name of the medium, e.g., “DVD”], which is housed in the Special Collections of the Library.

One copy is required and must be submitted to the Thesis/Dissertation Reviewer by the last day of the semester.

Unfortunately, we do not have the capacity to accept digital files of non-print media. Do not upload these files to ProQuest; they will be deleted.