

UNIVERSITY of HOUSTON

KATHRINE G. McGOVERN COLLEGE OF THE ARTS

Doctoral Document/Essay and Master's Thesis Page Order Overview

(See "KGMCA Thesis Model" file for more details and formatting specifics; individual thesis committees will determine which of the optional components listed below are required.)

Blank flyleaf page – For printed copies only; use the same paper as the rest of the thesis.

Front Matter

1. **Copyright Page** – Counted (as page i), but the number doesn't appear on the page.
2. **Title Page** – Counted (ii), but the number doesn't appear on the page.
3. **Signature Page** – Counted (iii), but the number doesn't appear on the page. Printed copies should include signed versions of the pages, the version submitted electronically should not.
4. **Abstract Title Page** – Same as the Title Page with the exception that the words "An Abstract of" are included. Counted (iv), but the number doesn't appear on the page.
5. **Abstract** – *ProQuest* will not accept an abstract longer than 150 words for a master's thesis or one that's longer than 350 words for a doctoral essay or document. All pages from this point through the rest of the front matter have lower-case roman numeral page numbers (starting with "v").
6. **Acknowledgements Page** – Optional, but recommended.
7. **Table of Contents** – All entries should match exactly the corresponding headings and subheadings in the manuscript. Include correct page numbers.
8. **List of Tables** – Include if applicable. Titles and page numbers should match those in the thesis.
9. **List of Figures** – Include if applicable. Titles and page numbers should match those in the thesis.
10. **List of Musical Examples** – Include if applicable. Titles and page numbers should match those in the thesis.
11. **Dedication Page** – Optional
12. **Epigraph** – Optional
13. **Introduction** – Optional

The Text

1. **Text of Manuscript** – Divided into chapters or sections. The first page of the text is numbered with an Arabic numeral 1. The manuscript's format must be consistent throughout.

Reference Matter

1. **Appendices** – Optional
2. **Glossary** – Optional
3. **Bibliography** – Follow the guidelines of your style manual (usually Chicago Manual of Style)

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