

GSEP Psychology Division Sample Dissertation

Format Requirements:

Order of Preliminary Pages/Text & Pagination Requirements

- a) Title Page – *counted but not numbered*
- b) Committee Page – *counted but not numbered*
- c) Copyright Pages (*optional*) – *counted but not numbered*
- d) Table of Contents – *first page counted but not numbered, additional pages are numbered in lower case roman numerals*
- e) List of Tables (*if applicable*) – *numbered*
- f) List of Figures (*if applicable*) – *numbered*
- g) Dedication (*optional*) – *numbered*
- h) Acknowledgments (*optional*) – *numbered*
- i) Vita – *numbered*
- j) Abstract – *numbered*
- k) Chapters (*begin Arabic numerals*)
- l) References (*numbered*)
- m) Tables (*if applicable, only applies to manuscript format*)
- n) Figures (*if applicable, only applies to manuscript format*)
- o) Appendices (*if applicable, all appendices must have a cover page*)

Margins: Margins must now be 1" on all sides.

Note. Please refer to the *Dissertation Format Requirements Manual* for additional details regarding APA format requirements for GSEP dissertations.

Font used for sample: Arial; Size: 11

[2”]

Pepperdine University
Graduate School of Education and Psychology

[1 ½ “]

TITLE OF CLINICAL DISSERTATION CENTERED, DOUBLE – SPACED,
AND IN ALL CAPITAL LETTERS

[2 ½ “]

A clinical dissertation submitted in partial satisfaction
of the requirements for the degree of
Doctor of Psychology

by

Jane Doe Student

Month (that dissertation is submitted to publisher), Year

John Doe, Psy.D. – Dissertation Chairperson

This clinical dissertation, written by

Jane Doe Student

under the guidance of a Faculty Committee and approved by its members, has been submitted to and accepted by the Graduate Faculty in partial fulfillment of the requirements for the degree of

DOCTOR OF PSYCHOLOGY

Doctoral Committee:

John Doe, Psy.D., Chairperson

Robert Smith, Ph.D.

Erin Bogdonovich, Ed.D.

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NOTE TO STUDENT:

- **This sample Table of Contents is for CHAPTER FORMAT**
- **Be sure to use indentation consistently to denote different levels of headings.**
- **Actual headings and subheadings will be based on the content and format of your specific dissertation**
- **Leader dots continue throughout entire table of contents**
- **Page numbers are right-aligned to 1" right margin**
- **Preliminary pages numbers are in Roman Numerals**
- **Page numbers in body of text are in Arabic Numerals (use section breaks to control page numbering)**

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NOTE TO STUDENT:

- **This sample Table of Contents is for MANUSCRIPT FORMAT.**
- **Be sure to use indentation consistently to denote different levels of headings.**
- **Actual headings and subheadings will be based on the content and format of your specific dissertation.**
- **Separate headings for TABLES and FIGURES are included [if applicable]**
- **Leader dots continue throughout entire Table of Contents**
- **Extended Review of the Literature or Summary Table of Selected Literature is required and always listed in Appendix A.**
- **All other appendices should be labeled in the order they are mentioned in text.**

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APPENDIX A

Extended Review of the Literature or Summary Table of Selected Literature

- **Note: For all Psychology dissertations, each appendix listed must include a separate cover page with the heading and respective label APPENDIX X in all capital letters centered at the top or middle of page, with the title in upper/lowercase letters one double space beneath (see Dissertation Format Requirements Manual for more details).**

APPENDIX B*

*At least one form of IRB documentation (IRB Approval Notice, Exemption Notice **or** Non-Human Subjects Determination Notice) is required to be included as a separate appendix for all GSEP dissertations.