

Printing may distort margins: Check for accuracy!

Top margin
at least 1"

Right margin 1"

TITLE OF THESIS (OR DISSERTATION)
(Must be capitalized, 12 words or less, and same title as on your thesis proposal)

A thesis (or dissertation) submitted to the faculty of
San Francisco State University
In partial fulfillment of
The Requirements for
The Degree

At least 1/2" spacing

Example (Master of Science
In
Biology: Conservation Biology)

Left margin 1 1/2"

Approx. 2 1/2 "
between degree
and name

by

First Middle Last Name

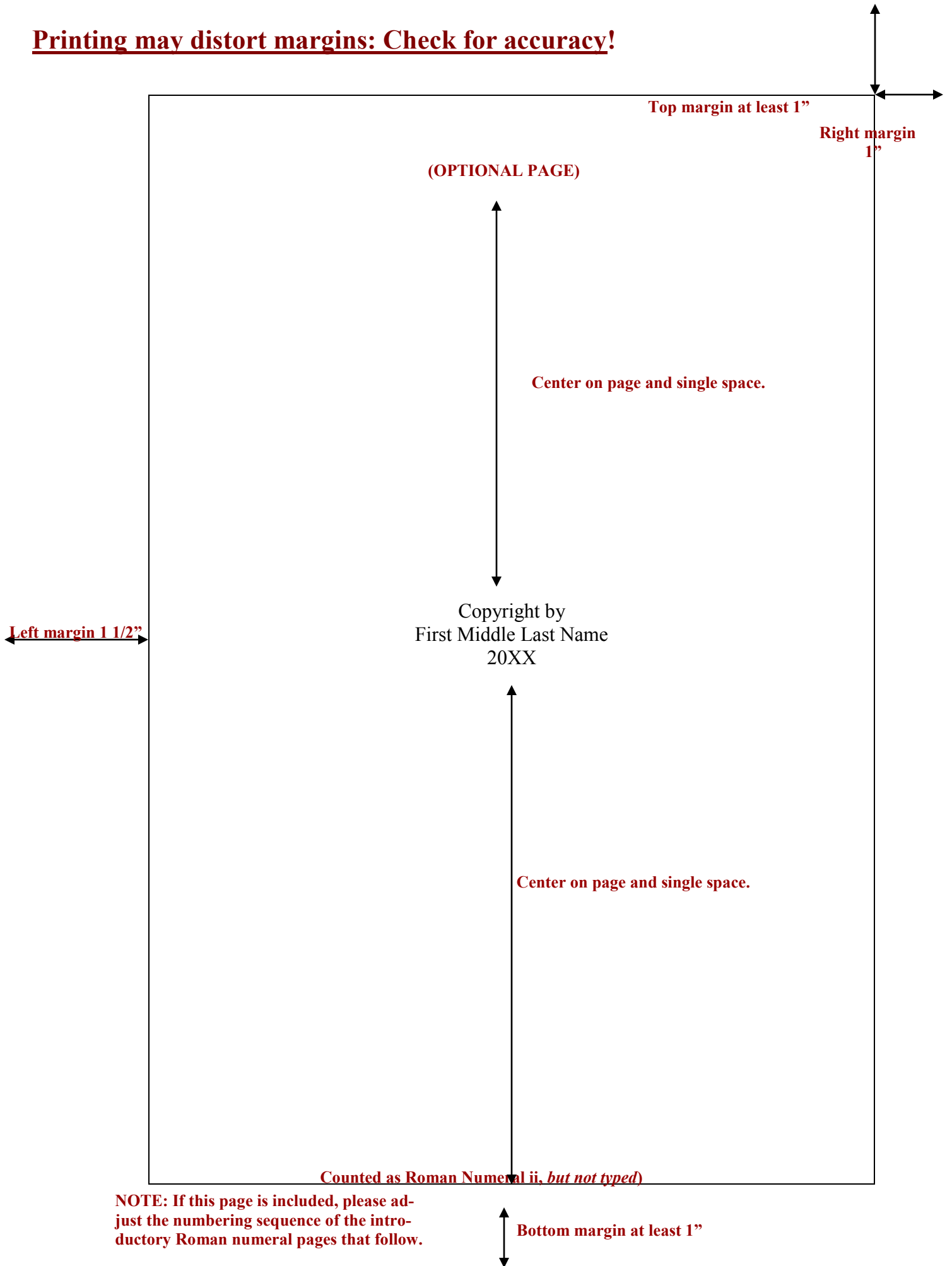
San Francisco, California

January, May or August 20XX
(Depending on semester submitted)

Counted as Roman Numeral i, but not typed)

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CERTIFICATION OF APPROVAL (Capitalize all)

Double space or 1.5 space and justified



At least 1/2" spacing

I certify that I have read *Title of Thesis/Title of Dissertation* by First Middle Last Name, and that in my opinion this work meets the criteria for approving a thesis submitted in partial fulfillment of the requirements for the degree: (example) Master of Science in Biology: Conservation Biology at San Francisco State University.

Left margin 1 1/2"



At least 3/4" between title and next signature

John Doe
Professor of Biology

Jane Smith
Professor of Biology

Counted as Roman Numeral ii [or iii], but not typed)

Bottom margin at least 1"



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margin
1"

Right
margin
1"

TITLE OF THESIS (or Dissertation)
(Must be capitalized, 12 words or less, and same title as on thesis or dissertation proposal)

At least 1/2" spacing

First Middle Last Name
San Francisco, California
200X

At least 1/2" spacing

First line of abstract starts here. Abstract must be double-spaced or 1.5 spaced. Justify text.

Left margin 1 1/2"

Last line of abstract finishes here. Abstract must be double-spaced or 1.5 spaced. Justify text.

At least 1/2" spacing

I certify that the Abstract is a correct representation of the content of this thesis (or dissertation).

At least 1/2" spacing

Chair, Thesis (or Dissertation) Committee

Date

(Counted as Roman Numeral iii [or iv], but not typed)

Bottom margin at least 1"

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Right margin 1"

**PREFACE AND/OR ACKNOWLEDGMENT (Capitalize all)
(OPTIONAL PAGE)**

At least 1/2"

Text shall be double-spaced or 1.5 spaced and justified.

Normally the preface and/or acknowledgment gives the student the opportunity to thank those to whom they are indebted for assistance in the project. This should be done briefly and in good taste. Some students also wish to use this opportunity to state why and under what circumstances the work was written.

Left margin 1 1/2"

Last line of Preface/Acknowledgment finishes here. Preface/Acknowledgment on must be double-spaced or 1.5 spaced. Justify text.

(Counted as Roman Numeral iv [or v], and typed)

NOTE: If this page is included, please adjust the numbering sequence of the introductory Roman numeral pages that follow.

Bottom margin at least 1"

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Top margin at

least 1"

Right margin 1"

TABLE OF CONTENTS (All caps)

At least 1/2" between title and text

List of Tables	vii
List of Figures	viii
List of Appendices	ix
Introduction.....	1
Include	3
Sub-headings/chapters	4
As appropriate.....	5
Method.....	9
Include	10
Sub-headings/chapters	15
As appropriate.....	18
Results	22
Include	23
Sub-headings/chapters	24
As appropriate.....	28
Discussion.....	33
Reference	35
Appendices	40

Left margin 1 1/2"

NOTE: Sections that precede the Table of Contents should not appear on the Table of Contents page.

Text at least 1" from page number

(Counted as Roman Numeral iv [or v], and typed)

Bottom margin at least 1"

Top margin at least 1"

Right margin 1"

LIST OF TABLES (All caps)

At least 1/2" between title and text

Table		Page
1.	Title of table.....	1
2.	Title of table.....	22
3.	Title of table.....	35
4.	Title of table.....	60
5.	Title of table.....	71

Left margin 1 1/2"

Text at least 1" from page number

(Counted as Roman Numeral v [or vi or vii], and typed)

Bottom margin at least 1"

Top margin at least 1"

**Right margin
1"**

LIST OF FIGURES (All caps)

**At least 1/2" between
title and text**

Figure		Page
1. Title of figure		1
2. Title of figure		17
3. Title of figure		33

Left margin 1 1/2"

**Text at least 1" from page
number**

(Counted as Roman Numeral vi [or vii], and typed)

Bottom margin at least 1"

Top margin at least 1"

Right margin 1"

LIST OF APPENDICES (All caps)

At least 1/2" between title and text

Appendix

Page

1. Title of appendix	41
2. Title of appendix	44
3. Title of appendix	47

Left margin 1 1/2"

Text at least 1" from page number

Counted as Roman Numeral vii [or viii], and typed)

Bottom margin at least 1"

Top margin at least 1" from Roman numeral

Right margin 1"

Arabic page numbers (i.e., 1, 2, 3) here, 1" from top edge of the page and 1" from right edge of page. Text begins 1" below page number.

1

Thesis/dissertation text begins here, 1" below page number, and a total of 2" from top edge of paper. These margins are to be used for the remainder of the thesis/dissertation body.

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