

Dissertation and Thesis Personal Copies: Bindery Contact Information

As a courtesy to those graduate students who wish to order personal copies of their thesis or dissertation, the Univ. of Notre Dame Graduate School has compiled a brief list of binderies that accept single- or short-run thesis and dissertation orders. Note: The Graduate School has not worked with these binderies directly, and we would appreciate any feedback you may have for future students.

Please keep in mind that the student must work directly with their bindery of choice to obtain price and procedural information. In some cases, the bindery may require that you send them printed manuscripts or arrange to have manuscripts printed and delivered by a local print shop. If the bindery does not have its own print press, ask for print shop recommendations. You may also be able to get a Notre Dame discount on the printing if there is a FedEx Office near your bindery of choice – but follow the bindery's printing guidelines closely.)

-Shari Hill, The Graduate School

Acme Bookbinding
PO Box 290699
100 Cambridge Street
Charlestown, MA 02129-0212
Phone: (800) 242-1821
Email: info@acmebook.com
Web: <http://www.acmebook.com>

Lincoln Book Bindery *
1601 North Coler
Urbana, IL 61801
Phone: (217) 328-2613
Fax: (217) 328-2623
Email: info@lincolnbindery.com
Web: <http://www.lincolnbindery.com/>

Bohemio Bookbindery
1383 Harpst St.
Ann Arbor, MI 48104
Phone: (734) 389-8887
Email: bohemiobookbindery@gmail.com
Web: <http://www.bohemiobookbindery.com/dissertations.html>

Longs-Roullet *
2800 Monticello Avenue
Norfolk, VA 23504
Phone: (757) 623-4244
Fax: (757) 627-1404
Web: <http://www.longs-roullet.com/>

C & H
One Forte Avenue
Medford, NY 11763
Phone: (800) 871-8980
Email: chbook@optonline.net
Web: <http://www.chbook.com>

PHD Book Binding
2025 Guadalupe, Suite 140
Austin, TX 78705
Phone: (512) 279-0909
Email: mail@phdbookbinding.com
Web: <http://www.phdbookbinding.com/>

The HF Group/Thesis on Demand
1010 North Sycamore Street
North Manchester, IN 46962-0089
Phone: (800) 334-3628
Fax: (260) 982-1130
Web: <http://www.thesisondemand.com>

Smith-Shattuck Bookbinding
759 State Rd., Rte 206 North
Princeton, NJ 08540
Phone: (609) 497-1445
Email: shattuckbook@att.net
Web: <http://www.thesisbookbinding.com/>

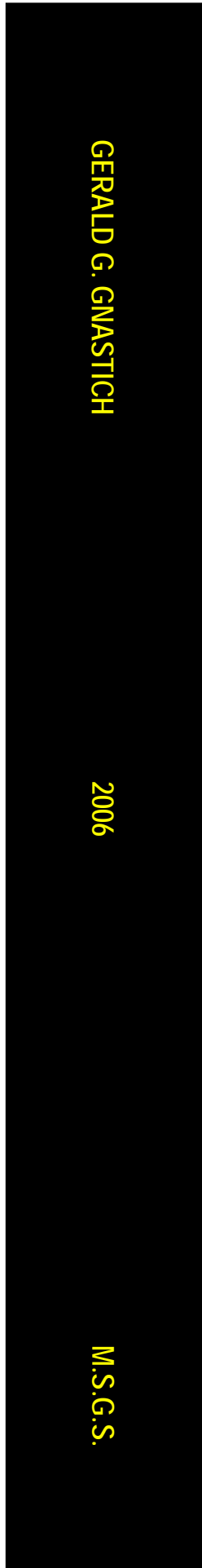
* Indicates the Graduate School has received notably positive feedback from students who have used these binderies

Top
of spine

Student's
name as it
appears on the
title page

Submission
year

Degree
abbreviation



D/T Personal Copies: Using Library Bindings as a Guide

The following information refers to the library's requirements for the binding of official printed submission copies. These guidelines are meant as a reference for students who are having personal copies bound through another bindery. You are not required to follow these instructions for your personal copies unless you *want* your personal copies to resemble an official submission copy.

Casing:

Size and type: 8.5" x 11" black buckram with adhesive binding. Official copies do not include any stamping on the front or back cover (see below for the spine).

Interior:

White or off-white endsheets; single-sided, white, 20 lb. (or higher) acid-free pages; and adhesive binding to hold it all together. *Note:* Sewn bindings are a little more durable, if available – the pages are less likely to fall out as they age. If your document is large or if you use paper heavier than 20 lb. weight, you may need to ask whether the bindery will be able to fit your manuscript into a single volume.

Spine:

The gold foil stamping on the spine is the only stamping on an official copy. The elements stamped on the spine, from top to bottom, include:

- The student's name, exactly as it appears on the title page (without degrees or titles);
- The submission year as it appears at the bottom of the title page;
- The formal abbreviation of the degree awarded, according to the degree spelled out on the title page. (See p. 3 for a list of degree abbreviations.)

If you have questions or need additional information, contact:

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502 Main Building
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Email: dteditor@nd.edu*

University of Notre Dame Graduate Degrees and Abbreviations

DOCTORAL

Doctor of Musical Arts	D.M.A.
Doctor of Philosophy	Ph.D.

MASTER'S

Master of Arts	M.A.
Master of Divinity	M.Div.
Master of Engineering in Mechanical Engineering	M.E.M.E.
Master of Fine Arts	M.F.A.
Master of Medieval Studies	M.M.S.
Master of Sacred Music	M.S.M.
Master of Science	M.S.
Master of Science in Aerospace Engineering	M.S.A.E.
Master of Science in Applied Mathematics	M.S.A.M.
Master of Science in Biological Engineering	M.S.Bio.E.
Master of Science in Chemical Engineering	M.S.Ch.E.
Master of Science in Civil Engineering	M.S.C.E.
Master of Science in Computer Science and Engineering	M.S.C.S.E.
Master of Science in Electrical Engineering	M.S.E.E.
Master of Science in Environmental Engineering	M.S.Env.E.
Master of Science in Geological Science	M.S.G.S.
Master of Science in Mechanical Engineering	M.S.M.E.
Master of Theological Studies	M.T.S.

Note: Updates are in progress for this list. — 11/2014