



ROSALIND FRANKLIN UNIVERSITY

OF MEDICINE AND SCIENCE

Office of the Dean
School of Graduate and Postdoctoral Studies
3333 Green Bay Road, North Chicago, IL 60064-3095

Having your Thesis Bound

Publishing your thesis and obtaining bound copies are two different processes. SGPS requires that the graduate student publish his/her thesis electronically through our publisher, Proquest. This process is easy and affordable. No bound copies are required.

However, many students, having completed this process, elect to obtain bound copies. It is your work and your decision to do so. SGPS does NOT make any recommendations as to which company you should use for this service.

We encourage you to do some research before choosing the company you will work with, so that the end product is at least compatible to the effort you have put into this work. It is recommended that the student review all options before selecting any bindery service. **Be sure you know:**

- **How copies are provided?**
 - Do you have to submit the paper to be bound?
 - Can you submit electronically?
 - If you submit electronically, what type of paper will be used for printing (look for Bond Paper, 20# or better)?
 - Single or double sided?
 - Color or Black and White?
- **How is it bound?**
 - Color options for cover
 - Where is the Thesis Title noted (front cover and spine, or spine only)?
- **What recourse do you have if you are not satisfied with the end product?**

There are two binderies in the Chicago area that have been used with satisfaction by RFUMS students since the 1980's. They are:

Koehler Bindery
3802 W. Montrose Avenue
Chicago, IL 60618
773-539-7979

A&H Bindery
2600 Lexington Street
Broadview, IL 60115
708-344-3300

These companies MAY require the student to provide the printed pages to them for binding. It is recommended you contact them yourself to review your options.

You may also find a bindery in the area you will be residing following your studies here.