

## Dissertation Professional Editing

This resource includes information about the professional editing requirement for dissertations in TEAL and possibly considering for selecting a professional editing service.

According to the USU [School of Graduate Studies](#), following the successful defense of a dissertation, the student is responsible for completing any necessary edits, proofreading, and having it read and approved by the department before it is submitted to the School of Graduate Studies for review. Once the document has been approved by the School of Graduate Studies, a final copy, including a cover page that has been signed by all committee members, must be submitted online to the School of Graduate Studies for the Vice Provost's signature.

Students should work closely with the Chair and/or designated Committee members to make any required changes, corrections, or edits in the approved dissertation. TEAL requires students to ensure that the front matter meets the required formatting by USU School of Graduate Studies and to use a professional reviewer so that the dissertation meets APA 7<sup>th</sup> Ed. formatting expectations. Students should discuss the need for a professional review with their Chair and allow time for it before the final submission to the School of Graduate Studies. A list of potential reviewers is provided on this resource; however, TEAL does not endorse any reviewer. This list of reviewers includes names of professional reviewers who have offered their review services; however, the reviewers may not necessary have been used or provided successful editing of dissertations. Students are encouraged to seek guidance from their Supervisory Chairs. Students may select a professional reviewer not included on this list.

Students are informed that if they select a reviewer who is employed by USU, the USU employee must disclose the conflict of interest. Specifically, students are informed of [University Policy 545: Individual Conflict of Interest](#), which states that employees have a responsibility to identify and disclose outside interests. Upon disclosure of a conflict of interest, employees must (a) eliminate the conflict of interest, or (b) develop and comply with a conflict of interest management plan, to comply with University Policy 545.3.1 Employees.

Students are responsible for sending their dissertation to the professional reviewer. Students are responsible for submitting their revised dissertation to the TEAL Graduate Program Coordinator who will then upload the professionally reviewed dissertation the student's Box folder for final School of Graduate Studies approval.

Also, students should be aware of the editing timeline to plan for the final submission and to determine the fee which is typically based on the extent of the review. Students must identify the professional editor's name who reviewed their dissertation and record the name on the [Thesis/Dissertation Format and Style \(F&S\) and Electronic Publication Approval form](#) with the School of Graduate Studies.

### Possible considerations for selecting a Professional Editing Service

1. Ask questions about expertise with APA 7<sup>th</sup> Edition
2. Get specifics about experience with dissertation reviews (compared to other documents)
3. Consider how long the review process might take to complete

4. Clarify if the services include proofreading and/or formatting
5. Realize that a professional editor should know APA formatting guidelines, but is not necessarily familiar with the USU Graduate School requirements for dissertations
6. Calculate the costs: Professional proofreaders average about 10 pages per hour with a cost of approximately \$3.25 per page

## Professional Editors

**The following list of professional editing service providers have not been vetted by TEAL faculty nor are endorsed by TEAL faculty.** This list of reviewers includes names of professional editors who have offered their review services to TEAL students; however, the reviewers may not necessary have been used or provided successful editing of dissertations.

Editors who wish to be included on this list should contact Dr. Nicole Pyle at [Nicole.pyle@usu.edu](mailto:Nicole.pyle@usu.edu).

1. Editproz  
[editproz1@gmail.com](mailto:editproz1@gmail.com)  
[877\) 291-1849](tel:8772911849)  
[\(877\) 672-9048](tel:8776729048)
2. Precision Consulting  
[APAEediting@PrecisionConsultingCompany.com](mailto:APAEediting@PrecisionConsultingCompany.com)  
<https://precisionconsultingcompany.com/dissertation-editing.shtml>  
[\(646\) 217-0373](tel:6462170373)  
[\(646\) 217-0373](tel:6462170373)

## Proofreading Services in Utah

1. Heartful Editor  
[www.heartfuleditor.com](http://www.heartfuleditor.com)  
1-800-492-6773
2. Paper Editing Professional Team.  
Website: <http://paperediting.net/>  
[papers@paperediting.net](mailto:papers@paperediting.net)
3. Editorial Freelancers Association  
<https://www.the-efa.org>
4. Professional Editors Network  
<https://www.pensite.org/>
5. Wordsharp Editing and Proofreading  
<https://www.wordsharp.net/dissertation-editing.html>
6. Global English Editing

<https://geediting.com/dissertation-editing/>

7. Precision Consulting  
<https://precisionconsultingcompany.com/dissertation-editing.shtml>
8. Dissertation Genius  
<https://dissertationgenius.com/apa-and-academic-editing/>
9. Scribbr Proofreading and Editing  
<https://www.scribbr.com/proofreading-editing/dissertation-editing-service/>
10. Becca Tippets  
[btippets@gmail.com](mailto:btippets@gmail.com)

### **USU Employee**

TEAL has previously required that doctoral students use Mary Ellen Heiner (as USU employee) as the final approver of dissertations because of her familiarity with USU and APA expectations. However, Mary Ellen Heiner is one reviewer among numerous professional editing reviewers available to review. TEAL does not require students to select any one reviewer. If students use a reviewer who is employed by USU, such as Mary Ellen, the student must comply with University Policy 545: Individual Conflict of Interest (i.e., 545.3.1 Employees) to (a) eliminate the conflict of interest, or (b) develop and comply with a conflict-of-interest management plan.

1. [Maryellen.heiner@usu.edu](mailto:Maryellen.heiner@usu.edu)  
435-797-0088  
Coordinator of Programs Sr.  
35+ years' experience editing theses/dissertations in APA style  
Over 1,000 theses/dissertations reviewed  
Rate: approximately \$30/hour