



## Outside Editing Services

### Greetings,

The College of Doctoral Students reaffirms that doctoral students are solely responsible for the design, execution, and presentation of their research and dissertation writing.

The completion of the practitioner dissertation can be a daunting writing task. To assist in completing the dissertation, some students look to hire editors to complete the dissertation. The following guidance is for students who wish to consider hiring an editor who offers copy editing services to support writing.

*Your dissertation committee is responsible for ensuring you include the content and meet the Dissertation Criteria Assessment. Your dissertation committee members are not editors. If you want a careful, thorough review of grammar and writing, you need to do it carefully yourself or hire an editor.*

Students should not hire editors who refine or synthesize ideas in the student's work. Such practice may be considered plagiarism and violate the UOPX Student Code of Conduct. When considering hiring an editor, students should confirm how much the editor will be a copy editor. Copy editors should only be used to support writing conventions (checking grammar, spelling, and punctuation) and APA format, including in the reference section. Copy editors should not change document language or create new ideas.

A document that an external editor has edited may still require some work by the student.

### **Does the College of Doctoral Studies require students to hire faculty members as editors?**

No. CDS does not require such a practice. CDS does not recommend or have formal editor recommendations. We recognized that many of our faculty might offer editor services. Still, the job scope does not formalize a relationship between their external business editorial services and the College's recommendation. Students are not required to hire CDS faculty as editors.

### What does an external editor cost?

Costs for external editors are high and are based on the length of paper, services provided, and turnaround time for document return. Students should establish clear expectations for cost, services, and timeframes when working with an editor.

### How can I select an external editor?

When selecting an external editor, we suggest that you seek referrals from graduates, complete an Internet search, or review a list of copy editors known to work successfully with students in the College of Doctoral Studies.

## Additional FAQs

Q - My faculty advised I must hire an editor. Is this true?

A – No. Faculty members may suggest hiring an editor when students exhibit writing or editorial issues, but faculty members cannot require students to use external editors. A student's failure to fix writing issues may delay progression and completion.

Q - A member of my dissertation committee advised me to hire him or her as my editor. Is this allowed?

A – No. Students should not hire current or past members of their dissertation committee.

Q - A UOPX faculty member referred me to an editor he or she knows. Is this allowed?

A – Yes. However, students should take the time to vet any recommended editors and ask for references to ensure quality work.

Q – When is the best time to hire a copy editor?

A – If your faculty has advised you of writing and editorial issues during course work, including DOC/715, DOC/723, and/or DOC/741, you should consider hiring a copy editor before receiving a review of your dissertation in DOC/742.

Q – I hired an editor, and my committee still expresses issues with my writing. What should I do?

A – You should ensure your editor understands University writing expectations before hiring the editor. The University and faculty are not responsible for your hired editor's poor quality of work.

Q - What if I want to hire a statistician?

A – Similar to hiring an editor, statisticians should tutor statistical concepts and review data analysis for accuracy. They should not do the analysis for you.

Thank you,

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