

For students with ID no. issued since 2017

**Request Form for an Appointment of Advisory Committee of**

**Thesis/Minor Thesis/Project/ Independent Study**

At MHESI ........................................../.....................

Date ………………………………………………

Dear Chairman of the Graduate Committee of Program……………………………….…………..........

…

I, ………………................................………………….……student ID no.……......…..……..…. majoring in……………………………………………………………………………………………..…..  
 level of study 🞎 Master’s Degree, Plan…………… 🞎 Doctoral Degree Type ………….……………

🞎 Thesis 🞎 Minor Thesis 🞎 Project 🞎 Independent Study Code (E.G : HSR61-930)……………..……

Total.........................credits/course units

Thesis /Minor Thesis/Project/ Independent Study written in  🞎 Thai 🞎 English

Title of Thesis /Minor Thesis/Project/ Independent Study (proper handwriting)

in Thai ………………………………………………………………………………………………….…

in English ………………………………………………………………………………………….………

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| --- | --- | --- | --- |
| **➊ Student :** The following lecturers to be appointed to my Committee for Thesis/Minor Thesis/Project/ Independent Study: (According to WU Regulation B.E. 2560, Clause 13: Thesis Advisory Committee must consist of Major Advisor as a chairman and co-advisors as committee members) | | | |
| **Name-Surname**  **(with academic title)** | **Qualifications** | | **➋ For Officer/**  **Program Secretary** |
| **1. Major Advisor   (Chairman)**  ………………………..  ……………………….. | 🞎 a permanent lecturer within the same School  🞎 holding a doctoral degree or equivalent OR 🞎 holding  a master’s degree or equivalent and has been appointed  Associate Professor  🞎 being an author of academic publications, (not a part of degree  completion) published under the criteria for appointment to  academic tenured rank, of at least 3 publications in the past  5years, one of them must be research work (see CV attachment). | | 🞎 Approved  🞎 Disapproved  Reason ................  .............................  ............................. |
| **2. Co-advisor   (Com**m**ittee member)**  ……………………….  …………………….. | 🞎 a permanent lecturer within WU School of ................................... 🞎 holding a doctoral degree or equivalent OR 🞎 holding a master’s  degree or equivalent and has been appointed Associate Professor  🞎 being an author of academic publications, (not a part of degree  completion) published under the criteria for appointment to  academic tenured rank, of at least 3 publications in the past 5  years, one of them must be research work (see CV attachment).OR  🞎 an external expert (from outside the university)   workplace .......................................................................................  🞎 holding a doctoral degree or equivalent  🞎 holding a master’s degree and being an author of academic  publications published in national database indexed journals and  at least 10 of those research titles are relevant to advisee’s  research title (see attachment)  [ ] In case of holding a non-academic qualification and no  academic publication as specified above, the co-advisor must  be a well-known expert in the relevant field of my research  title. It has been approved by the University Council in the  meeting no……………...dated…………..… and has already  informed the Commission for Higher Education for their  acknowledgment. (see attachment)  🞎 holding a doctoral degree and being an author of academic  publications published in international database indexed journals  and at least 5 of those research titles are relevant to my research  title (see attachment)  [ ] In case of holding a non-academic qualification and no  academic publication as specified above, the co-advisor must  be a very well-known expert in the relevant field of my  research title. It has been approved by the University Council  in the meeting no…………. dated…………..… and has already  informed the Commission for Higher Education for their  acknowledgment. (see attachment) | | 🞎 Approved  🞎 Disapproved  Reason ................  ...............................  ...............................  ……………...….. |
|  | | | |
|  | | | |
|  | | | |
|  |  | |  |
| **Name-Surname**  **(with academic title)** | **Qualifications** | | **➋ For Officer/**  **Program Secretary** |
| **3. Co-advisor   (Committee member)**  ………………………  …………………….. | 🞎 a permanent lecturer within WU School of ..................................  🞎 holding a doctoral degree or equivalent OR 🞎 holding a master’s  degree or equivalent and has been appointed Associate Professor  🞎 be an author of academic publications, (not a part of degree  completion) published under the criteria for appointment to  academic tenured rank, of at least 3 publications in the past 5  years, one of them must be research work (see CV attachment). OR  🞎 an external expert (from outside the university)  workplace......................................................................................  🞎 holding a doctoral degree or equivalent  🞎 holding a master’s degree and being an author of academic  publications published in national database indexed journals and  at least 10 of those research titles are relevant to my research title  (see attachment)  [ ] In case of holding a non-academic qualification and no  academic publication as specified above, the co-advisor must  be a well-known expert in the relevant field of my research  title. It has been approved by the University Council in the  meeting no………….…..dated…….…....… and has already  informed the Commission for Higher Education for their  acknowledgment. (see attachment)  🞎 holding a doctoral degree and being an author of academic  publications published in international database indexed journals  and at least 5 of those research titles are relevant to my research  title (see attachment)  [ ] In case of holding a non-academic qualification and no  academic publication as specified above, the co-advisor must  be a very well-known expert in the relevant field of my  research title. It has been approved by the University Council  in the meeting no………………. dated……………..…..…  and has already informed the Commission for Higher  Education for their acknowledgment. (see attachment) | | 🞎 Approved  🞎 Disapproved  Reason..............  .........................  .........................  ......................... |
|  | Sign………………………….…………………. Student  Date…………………………………....……….. | | **Verifying officer**  .............................  ......../........./......... |
| **➌ Decision of Graduate Program Committee** | | **➍ College of Graduate Studies** | |
| 🞎 Approved 🞎 Disapproved  Sign…………………………………………  (…………………………….…..………)  **Chairman of Graduate Program Committee**  Date………….……….………………. | | 🞎 Form receiver ............… 🞎 Recorder.................  Date ............................ Date ...................... | |

**Curriculum Vitae**

**Personal Information:**

**Name-Surname :** ……………………………………………………………………………………

**Current Position :** ……………………………………………………………………………………

**Workplace :** ……………………………………………………………………………………

……………………………………………………………………………………

**Tel :** ........................................................ **Fax :** ....................................................

**Email :** ………………………………. **Website:** ………………………………

**Educational Background :**

Year …………………. Level of study…………………………………………………………. Degree obtained …………………………………………. Institution ……………………………..…..……….

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**Field of Specialization**

………………………………………………………………………………………………………………

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**Research works** (Publications published within the past five years and not a part of degree completion   
as specified in page 1-2) Please write in the bibliography format, specify author, title, year of publication and name of academic journals

…………………………………………………………………………………………………………………………………………………………………………….……………………………………………………………………………………………………………………………………………………………………………………………………………………………….…………………………………………………………………………………………………………………………………………………………………

**Other academic works**

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**A Guideline for Thesis Advisory Committee Appointment**

1. The Request Form for Thesis Advisory Committee Appointment can be obtained at

<https://grad.wu.ac.th>.

1. Student fills out and signs the form, then submits it to a Graduate Studies Program Officer

at his/her School office.

1. The officer/program secretary verifies the completed form before sending for approval to

Graduate Studies Program Committee.

1. The officer submits the approved form to the CGS.
2. A CGS officer rechecks the form before recording the data into CES system.

Fills out and signs the form, submits to a Graduate Studies Program Officer

Student

Download the Request Form for Thesis Advisory Committee Appointment at https://grad.wu.ac.th

Student

St8

Verifies the form before submitting for approval to Graduate Studies Program Committee

Program Officer

Consider

Returns to

the student

Disapproved

Approved

Submits the approved form to CGS

Program Officer

Rechecks and records the data into CES system

CGS Officer