

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

Date ………………………………………………

For students with ID no. issued since 2017

**Request Form for Change of Advisory Committee of**

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

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

**Former Advisory Committee of Thesis/Minor Thesis/Project/ Independent Study**

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| --- | --- | --- | --- | --- |
| **Position** | | **Name-Surname (with academic title)** | | |
| 1. Major Advisor (Chairman) 2. Co-advisor (Committee member) 3. Co-advisor (Committee member) | | 1. ………………………………………………………………  2. ………………………………………………………….…..  3. ……………………………………………………………… | | |
| **➊ Student :** The following lecturers to be appointed to my **NEW** Committee for Thesis/Minor Thesis/Project/ Independent Study : | | | | |
| **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  🞎 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). | | | 🞎 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  🞎 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 ....................  ..................................  ..................................  ……………...…….. |
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|  |  | | |  |
|  |  | | |  |
| **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**  ......................................  ............/............./.......... |
| **➋ Decision made by the former Thesis Advisory Committee** | | | **➌ Decision to by Graduate Studies Program Committee** | |
| 🞎 Approved (propose to Graduate Program   Committee for approval)  🞎 Disapproved  Sign ……………………………………..  (………………………..……………….)  **Chairman of Advisory Committee**  Date ………….……….…………………… | | | 🞎 Approved  🞎 Disapproved  Sign ……………………………………………...  (………………………………..……………….)  **Chairman of Graduate Program Committee**  Date ………….……….………………………… | |
| **➍ College of Graduate Studies** | | | | |
| 🞎 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

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**Other academic works**

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**A Guideline for Change of Thesis Advisory Committee**

1. The Request Form for Change of Thesis Advisory Committee can be obtained at <https://grad.wu.ac.th>.
2. Student fills out and signs the form, then submits it to the former Thesis Advisory Committee

for consideration and sends to 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.

Obtains the Request Form for Change of Thesis Advisory Committee at https://grad.wu.ac.th

Student

St8

Fills out and signs the form, submits to the former Thesis Advisory Committee for consideration before sending to a Graduate Studies Program Officer

Student

Disapproved

Approved

Submits the approved form to CGS

Program Officer

Rechecks and records the data into CES system

CGS Officer

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

Program Officer

Consider

Returns to the student