

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

Date ………………………………………………

For students with ID no. issued since 2017

**Request Form for Proposal Defense Examination and Appointment of Proposal Defense Examination Committee**

**(for 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 ………………….............

would like to request for Proposal Defense Examination

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

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

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

🞎 No. of proposal attached for examination ……………….. copies

🞎 Attached CV of external experts (Appointed as proposal defense committee)

Sign………………………………………Student

 Date………………………………………………

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| **➊ For Thesis Advisor :** The following lecturers be appointed as Proposal Defense Committee(According to WU Regulation B.E. 2560, Clause 14: Proposal Defense Examination Committee must consist of at least 3 committee members (including a Chairman). The committee nominees can be a major advisor, a co-advisor (if any), a permanent lecturer, a permanent lecturer within the same Program/School or an external expert. However, the committee chairman must not be a major advisor or a co-advisor.) |
| **Name-Surname****(with academic title)** | **Qualifications** | **➋ For Officer/** **Program Secretary**  |
| **1. Chairman** …………………………………………………… | 🞎 not a major advisor or a co-advisor🞎 a permanent lecturer within the Advisee’s Program/School 🞎 a permanent lecturer within WU School of ........................................🞎 an external expert (from outside the university)  workplace.............................................................................................  **and holding qualifications equivalent to a teaching lecturer as follows :****Master’s Degree** 🔿 holding a master’s degree or equivalent AND  🔿 well teaching experiences and 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 1 publication in the past 5 years (specify an academic rank)……………………………………………. **Doctoral Degree** 🔿 holding a doctoral degree or equivalent OR 🔿 holding a master’s degree or equivalent and has been appointed Associate Professor AND 🔿 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 1 publication in the past 5 years (specify an academic rank)……………………………… | 🞎 Approved🞎 DisapprovedReason ................................................................................................……………………….………………………. |
| **2. Committee member**…………………………………………………… | 🞎 a major advisor 🞎 a co-advisor🞎 a permanent lecturer within the Advisee’s Program/School 🞎 a permanent lecturer within WU School of ........................................🞎 an external expert (from outside the university)  workplace............................................................................................ **and holding qualifications equivalent to a teaching lecturer as follows :****Master’s Degree** 🔿 holding a master’s degree or equivalent AND  🔿 well teaching experiences and 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 1 publication in the past 5 years (specify an academic rank)…………………………………………….. **Doctoral Degree** 🔿 holding a doctoral degree or equivalent OR 🔿 holding a master’s degree or equivalent and has been appointed Associate Professor AND 🔿 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 1 publication in the past 5 years (specify an academic rank)……………………………….. | 🞎 Approved🞎 DisapprovedReason......................................................................................................……………...……...………………………. |
|  |  |
| **Name-Surname****(with academic title)** | **Qualifications** | **➋ For Officer/** **Program Secretary**  |
| **3. Committee member**…………………………………………………… | 🞎 a major advisor 🞎 a co-advisor🞎 a permanent lecturer within the Advisee’s Program/School 🞎 a permanent lecturer within WU School of ........................................🞎 an external expert (from outside the university)  workplace............................................................................................ **and holding qualifications equivalent to a teaching lecturer** **as follows :****Master’s Degree** 🔿 holding a master’s degree or equivalent AND  🔿 well teaching experiences and 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 1 publication in the past 5 years (specify an academic rank)…………………………………………….. **Doctoral Degree** 🔿 holding a doctoral degree or equivalent OR 🔿 holding a master’s degree or equivalent and has been appointed Associate Professor AND 🔿 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 1 publication in the past 5 years (specify an academic rank)……………………………….. | 🞎 Approved🞎 DisapprovedReason.......................................................................................................................................…………...………….. |
| **4. Committee member**…………………………………………………… | 🞎 a major advisor 🞎 a co-advisor🞎 a permanent lecturer within the Advisee’s Program/School 🞎 a permanent lecturer within WU School of ........................................🞎 an external expert (from outside the university)  workplace............................................................................................ **and holding qualifications equivalent to a teaching lecturer** **as follows :****Master’s Degree** 🔿 holding a master’s degree or equivalent AND  🔿 well teaching experiences and 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 1 publication in the past 5 years (specify an academic rank)…………………………………………….. **Doctoral Degree** 🔿 holding a doctoral degree or equivalent OR 🔿 holding a master’s degree or equivalent and has been appointed Associate Professor AND 🔿 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 1 publication in the past 5 years (specify an academic rank)……………………………….. | 🞎 Approved🞎 DisapprovedReason.......................................................................................................................................……………...……….. |
| **5. Committee member**…………………………………………………… | 🞎 a major advisor 🞎 a co-advisor🞎 a permanent lecturer within the Advisee’s Program/School 🞎 a permanent lecturer within WU School of ........................................🞎 an external expert (from outside the university)  workplace............................................................................................ **and holding qualifications equivalent to a teaching lecturer** **as follows :****Master’s Degree** 🔿 holding a master’s degree or equivalent AND  🔿 well teaching experiences and 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 1 publication in the past 5 years (specify an academic rank)…………………………………………….. **Doctoral Degree** 🔿 holding a doctoral degree or equivalent OR 🔿 holding a master’s degree or equivalent and has been appointed Associate Professor AND 🔿 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 1 publication in the past 5 years (specify an academic rank)……………………………….. | 🞎 Approved🞎 DisapprovedReason.......................................................................................................................................……………...……….. |
| **The Proposal Defense Examination is scheduled on** [Date] …………………………………….……….. [Time] …………………………………..[Venue/Room] ………………………..……………………………………………………….. Sign ……………….…………….……………………. Advisor Date …………………………………....………...…..…..…...... | **Verifying officer**................................................ /.......... /............ |
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| **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 :** ……………………………………………………………………………………

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**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 1-3) 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 Proposal Defense Examination and Appointment of Proposal Defense Examination Committee**

1. The Request Form for Proposal Defense Examination and Appointment of Proposal Defense Examination Committee

 can be obtained at <https://grad.wu.ac.th>.

1. Student fills out, signs the form, and attaches Proposal Books then submits them to Thesis Advisor(s) for consideration.
2. Thesis Advisor (s) fills out and signs the form to nominate qualified persons to be appointed as Proposal

 Defense Examination Committee and return the form to the student.

1. Student proceeds the form as specified in item 3 then submits them to Graduate Studies Program Officer.
2. Graduate Studies Program Officer/Program Secretary verifies the information given in the form and sends to

 Graduate Studies Program Committee for approval.

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

Student

St8

Program Officer/Program Secretary

Approved

Submit the approved form to CGS

Program Officer

 Consider

Returns it to the student

Verify the form before submitting for approval to Graduate Program Committee

Disapproved

Proceed the form as specified in item 3 then submits to Graduate Program Officer/Secretary

Student

St8

Thesis Advisor

Student

St8

Download the Request Form for Proposal Defense Examination

and Appointment of Proposal Defense Examination Committee

at https://grad.wu.ac.th

Recheck and record the data into CES system

CGS Officer

Fill out and sign the form to nominate qualified expertise to be appointed as Proposal Defense Examination Committee and return the form

to the student

Fill out, sign the form, and attache Proposal copies then submit them

to Thesis Advisor(s) for consideration