



Request Form for Thesis Defense Examination and Appointment of Thesis Defense Examination Committee

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

I,student ID no. majoring in.....
 level of study Master's Degree, Plan..... Doctoral Degree Type,have passed English Proficiency Test in the semester...../[year]..... and have done a total ofrequired credits/course units with GPAX of, the course requirement for degree completion iscredits/course units and I have completed.....credits/course units of the thesis course. My research title has been approved in the semester...../[year].....on [date]..... and I wrote my thesis in Thai English Title of Thesis /Minor Thesis/Project/ Independent Study (proper handwriting)

in Thai
 in English

Copy (ies) of thesis books attached for the examination copies

Sign.....Student

Date.....

1 Thesis Advisor: The following lecturers be appointed to my Advisee's Thesis Defense Examination Committee According to WU Regulation B.E. 2560 on postgraduate studies,
Clause 11.3.5.2 (master's). Thesis Defense Examination Committee must consist of at least 3 members (including a Chairman) of permanent lecturers within the advisee's school and external experts. However, the chairman must not be a major advisor, or a co-advisor.
Clause 11.4.5.2 (doctoral), Thesis Defense Examination Committee must consist of at least 5 members (including a Chairman). However, the chairman must be an external expert.
Clause 37.6: A student who is unsuccessful in the second examination will be resigned.

Name-Surname (with academic title)	Qualifications	2 For Officer /Program Secretary
1. Chairman 	<input type="checkbox"/> not be a major advisor or co-advisor (for master's) <input type="checkbox"/> being a permanent lecturer within the advisee's School <input type="radio"/> holding a doctoral degree or equivalent OR <input type="radio"/> holding a master's degree or equivalent and has been appointed Associate Professor <input type="radio"/> be an author of academic publications, (not a part of degree completion) published under the criteria for an appointment to academic tenured rank, of at least 3 publications in the past 5 years, one of them must be a research work (see CV attachment). <input type="checkbox"/> an external expert (from outside the university) workplace..... <input type="radio"/> holding a doctoral degree or equivalent AND <input type="radio"/> being an author of academic publications published in national database indexed journals and at least 10 of those research titles are relevant to the advisee's research title (see attachment) (for master's) <input type="radio"/> being an author of academic publications published in international database indexed journals and at least 5 of those research titles are relevant to the advisee's research title (see attachment) (for doctoral) <input type="radio"/> In case of holding non-academic qualification and no academic publication as specified above, the chairman must be a well-known expert (for master's) / a very well-known expert (for doctoral) in the relevant field of the advisee's 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)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Reason.....

Name-Surname (with academic title)	Qualifications	② For Officer /Program Secretary
2. Committee member	<input type="checkbox"/> being a permanent lecturer within the advisee's School <input type="radio"/> holding a doctoral degree or equivalent OR <input type="radio"/> holding a master's degree or equivalent and has been appointed Associate Professor <input type="radio"/> be an author of academic publications, (not a part of degree completion) published under the criteria for an appointment to academic tenured rank, of at least 3 publications in the past 5 years, one of them must be a research work (see CV attachment). <input type="checkbox"/> an external expert (from outside the university) workplace..... <input type="radio"/> holding a doctoral degree or equivalent AND <input type="radio"/> being an author of academic publications published in national database indexed journals and at least 10 of those research titles are relevant to the advisee's research title (see attachment) (for master's) <input type="radio"/> being an author of academic publications published in international database indexed journals and at least 5 of those research titles are relevant to the advisee's research title (see attachment) (for doctoral) <input type="radio"/> In case of holding non-academic qualification and no academic publication as specified above, the chairman must be a well-known expert (for master's) / a very well-known expert (for doctoral) in the relevant field of the advisee's 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)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Reason.....
3. Committee member	<input type="checkbox"/> not be a major advisor or a co-advisor (for master's) <input type="checkbox"/> being a permanent lecturer within the advisee's School <input type="radio"/> holding a doctoral degree or equivalent OR <input type="radio"/> holding a master's degree or equivalent and has been appointed Associate Professor <input type="radio"/> be an author of academic publications, (not a part of degree completion) published under the criteria for an appointment to academic tenured rank, of at least 3 publications in the past 5 years, one of them must be a research work (see CV attachment). <input type="checkbox"/> an external expert (from outside the university) workplace..... <input type="radio"/> holding a doctoral degree or equivalent AND <input type="radio"/> being an author of academic publications published in national database indexed journals and at least 10 of those research titles are relevant to the advisee's research title (see attachment) (for master's) <input type="radio"/> being an author of academic publications published in international database indexed journals and at least 5 of those research titles are relevant to the advisee's research title (see attachment) (for doctoral) <input type="radio"/> In case of holding non-academic qualification and no academic publication as specified above, the chairman must be a well-known expert (for master's) / a very well-known expert (for doctoral) in the relevant field of the advisee's 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)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Reason.....
4. Committee member	<input type="checkbox"/> not be a major advisor or a co-advisor (for master's) <input type="checkbox"/> being a permanent lecturer within the advisee's School <input type="radio"/> holding a doctoral degree or equivalent OR <input type="radio"/> holding a master's degree or equivalent and has been appointed Associate Professor <input type="radio"/> be an author of academic publications, (not a part of degree completion) published under the criteria for an appointment to academic tenured rank, of at least 3 publications in the past 5 years, one of them must be a research work (see CV attachment). <input type="checkbox"/> an external expert (from outside the university) workplace..... <input type="radio"/> holding a doctoral degree or equivalent AND <input type="radio"/> being an author of academic publications published in national database indexed journals and at least 10 of those research titles are relevant to the advisee's research title (see attachment) (for master's) <input type="radio"/> being an author of academic publications published in international database indexed journals and at least 5 of those research titles are relevant to the advisee's research title (see attachment) (for doctoral) <input type="radio"/> In case of holding non-academic qualification and no academic publication as specified above, the chairman must be a well-known expert (for master's) / a very well-known expert (for doctoral) in the relevant field of the advisee's 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)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Reason.....

Name-Surname (with academic title)	Qualifications	② For Officer /Program Secretary
5. Committee member	<input type="checkbox"/> not be a major advisor or a co-advisor (for master's) <input type="checkbox"/> being a permanent lecturer within the advisee's School <input type="radio"/> holding a doctoral degree or equivalent OR <input type="radio"/> holding a master's degree or equivalent and has been appointed Associate Professor <input type="radio"/> be an author of academic publications, (not a part of degree completion) published under the criteria for an appointment to academic tenured rank, of at least 3 publications in the past 5 years, one of them must be a research work (see CV attachment). <input type="checkbox"/> an external expert (from outside the university) workplace..... . <input type="radio"/> holding a doctoral degree or equivalent AND <input type="radio"/> being an author of academic publications published in national database indexed journals and at least 10 of those research titles are relevant to the advisee's research title (see attachment) (for master's) <input type="radio"/> being an author of academic publications published in international database indexed journals and at least 5 of those research titles are relevant to the advisee's research title (see attachment) (for doctoral) <input type="radio"/> In case of holding non-academic qualification and no academic publication as specified above, the chairman must be a well-known expert (for master's) / a very well-known expert (for doctoral) in the relevant field of the advisee's 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)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Reason.....
The Proposal Defense Examination is scheduled on [Date].....[Time]..... [Venue/Room]..... Sign.....Advisor Date.....		Verifying officer/...../.....

③ Decision of Graduate Studies Program Committee
<input type="checkbox"/> Approved (be proposed at Walailak University Graduate Committee meeting for official appointment) <input type="checkbox"/> Disapproved <input type="checkbox"/> other comments <div style="text-align: center;"> Sign..... (.....) Chairman of Graduate Program Committee Date..... </div>
④ College of Graduate Studies
<div style="text-align: center;"> <input type="checkbox"/> Form receiver <input type="checkbox"/> Recorder..... Date Date </div>

Curriculum Vitae

Personal Information:

Name-Surname:

Current Position:

Workplace:

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

Email:..... Website:.....

Educational Background:

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

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

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

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

Field of Specialization

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Research works (Publications published within the past five years and not a part of degree) 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 Thesis Defense Examination and Appointment of Thesis Defense Examination Committee

1. The Request Form for Thesis Defense Examination and Appointment of Thesis Defense Examination Committee can be obtained at <https://grad.wu.ac.th>.
2. Student fills out, signs the form, and attaches 1 copy of Thesis Book (approved by Advisory Committee) then submits it to Thesis Advisor(s) for consideration.
3. Thesis Advisor (s) fills out and signs the form to nominate qualified persons to be appointed as Thesis Defense Examination Committee and return the form to the student.
4. Student proceeds the form as specified in item 3 then submits them to Graduate Studies Program Officer.
5. Graduate Program Officer/Program Secretary verifies the information given in the form and sends to Graduate Studies Program Committee for consideration.
6. The officer submits the approved form together with a meeting agenda to CGS to propose at the Walailak University Graduate Studies Committee meeting for an official appointment.
7. A CGS officer rechecks the form before recording the data into CES system.

