



REQUEST FOR APPOINTING COMMITTEES OF
THESIS DEFENSE EXAMINATION

Academic Support Division

Date Receipt.....

Time.....

Receiver.....

Semester.....Academic Year.....

To Program Director of ☐ ABS ☐ CS ☐ ET

I am....., Thesis Advisor

of..... (student name), student ID

who is studying for a ☐ Master ☐ Doctoral Program ☐ ABS ☐ CS ☐ ET

would like to request for appointing Committees for Thesis Defense Examination as follows;

1. _____ Chairperson (External)
2. _____ Committee (Advisor)
3. _____ Committee (Co-Advisor) (if any)
4. _____ Committee
5. _____ Committee

Remark: At least 3 persons (for Master) or 5 persons (for Doctoral)

Thesis Defense Examination Date (D/M/Y) Time

Venue

I hereby verify that all appointed committee members meet the required qualifications.

Please be informed for consideration.

Qualification of a Thesis Committee	
Internal Committee	External Committee
• Being faculty member of program	• Holding Ph.D.
• Holding Ph.D.	• Having 5 publications (for Master that are related the student's thesis topic)
• Having at least 3 publications (within 5 years backward), and at least 1 being a research article	• Having 10 publications (for Doctoral that are related the student's thesis topic)

Signature.....

(.....)

Thesis Advisor

Date...../...../.....

Program Director's Approval for examination

☐ Approved ☐ Not Approved

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Signature

(.....)

Date...../...../.....