STEPS FOR COMPLETING THESIS EXAMINATION FOR M.Sc. (Trop.Med.) STUDENTS

Student completes coursework.

Student prepares thesis proposal, request a thesis proposal examination to Dean of the Faculty of Graduate Studies via M.Sc. Program Director (GR.44, GR.39)

Student takes the proposal examination as scheduled

Program Director submits the result of the proposal examination (GR.33) to the Faculty of Graduate Studies within 15 days after the examination date, and also submits the name list of the Thesis Advisory Committee consisting of at least 2 members (GR.1).

Student may apply for Certificate of Ethical Approval (if applicable) upon passing the proposal examination / thesis advisory committee appointment. However, the research can be conducted only after the project is approved by Ethics Committee.

Dean of the Faculty of Graduate Studies approves the title of the thesis and appoints the Thesis Advisory Committee.

The Chairperson of the Thesis Advisory Committee evaluates thesis progress and reports to the Program Director and then to the Faculty of Graduate Studies every semester (GR.42) using the symbols, P, S, or U.

Student must spend at least 3 months doing the thesis (data collection, data analysis and thesis writing).

Student requests thesis examination through the Chairperson of the Thesis Advisory Committee and Programme Director (GR.2). (The Thesis Defense Examination Committee comprises at least 3 members and should consist of some members of the Thesis Advisory Committee with one External Examiner).

Student takes the thesis examination on the appointed date

Programme Director submits the result of the examination to the Dean of the Faculty of Graduate Studies (GR.3).

A

Programme Director reports the thesis examination result to the Faculty of Graduate Studieswithin 15 days after the examination.

Examination result → Not pass → **B**

Passed with conditions: the student must revise the thesis within 90 days. If it cannot be finished in 90 days, the result of the examination will become “fail”. The student will then have to restart all the steps of doing the thesis.

Pass

Fail → **B**

B

Student must revise the thesis according to the Thesis Defense Committee’s suggestions within the set date and register again, paying a fee of 8,000 THB for the re-examination. The status will become “fail” if there is any registration delay.

Student prepares the final version of thesis by submitting English abstract to Office of Research Services for proofreading or taking at least first 5 pages of the thesis to the Educational Affairs Unit of the Faculty of Graduate Studies for proof reading , format checking and turn it in (GR50). Student is also responsible for seeking all required signatures on the signature pages. Once completed, student submits 2 copies of the thesis along with CD to the Faculty of Graduate Studies.

The thesis or a part of the thesis must be accepted for publication (volume and number indicated) in an academic journal that has a peer-review process or the research has been presented (either oral or poster) at a conference with Proceedings (submit proceeding to Faculty of Graduate Studies).

Programme Director submits the request for graduation to the Faculty of Graduate Studies (GR.5).

The Faculty of Graduate Studies reviews the qualifications of the Master Degree student following the regulations of the University.

List of qualified master degree candidates is submitted to Mahidol University Council to ratify graduation.