



## CENTRE FOR POSTGRADUATE STUDIES FORM FOR NOTICE OF SOFT-BOUND THESIS SUBMISSION

### Instructions to the candidate:

1. This form must be submitted at least **three (3) months** prior to submission of thesis for examination.
2. This form must be **endorsed** by the **Main Supervisor, Co-Supervisor, Faculty PG Coordinator and/or Unit Head and Dean.**

### Section A: To be filled by the Candidate

#### NOTICE OF THESIS SUBMISSION

I will be submitting the soft-cover bound thesis for examination three (3) months after the date of this notice.

Name : \_\_\_\_\_

ID number : \_\_\_\_\_

IC / passport number : \_\_\_\_\_

Degree / Programme : \_\_\_\_\_

Faculty : \_\_\_\_\_

Registration Date : \_\_\_\_\_

Title of the thesis : \_\_\_\_\_

Signature : \_\_\_\_\_ Date: \_\_\_\_\_

*Please provide the following details*

No. of Journal Clubs :  
attended \_\_\_\_\_

No. of Journal Club :  
presentations \_\_\_\_\_

No. of Publications :  
(Provide the details) \_\_\_\_\_

No. of Conference :  
presentations \_\_\_\_\_

No. of workshops :  
attended \_\_\_\_\_

Date of Completion of :  
Research Methodology  
Course \_\_\_\_\_

By submitting your personal data to us, you consent to us collecting, using, disclosing and processing your personal data in accordance with our PDPA notice. Please refer to our website [www.aimst.edu.my](http://www.aimst.edu.my) for further details. If you agree for your personal data to be collected and processed by us, please tick (✓) in the box below.

Agree       Disagree

Name:

Date:

IC No./Passport No.:

**Section B: To be filled by Finance Division**

**ALL OUTSTANDING FEES** :

**PAYMENT OF THESIS EXAMINATION FEES** :

**Section C: To be filled by Main Supervisor and Co-Supervisor**

**ENDORSEMENT BY SUPERVISORS**

<b>Main supervisor</b>	<b>Co-supervisor (1)</b>	<b>Co-supervisor (2)/ Field Supervisor</b>
I hereby endorse the details provided by the student and support / do not support the candidate to submit five (5) copies of soft-cover bound thesis for examination three (3) months after the date of this notice. Signature:	I hereby I hereby endorse the details provided by the student and support / do not support the candidate to submit five (5) copies of soft-cover bound thesis for examination three (3) months after the date of this notice. Signature:	I hereby I hereby endorse the details provided by the student and support / do not support the candidate to submit five (5) copies of soft-cover bound thesis for examination three (3) months after the date of this notice. Signature:
Name:	Name:	Name:
Faculty:	Faculty:	Faculty:
Date:	Date:	Date:

**Section D: To be filled by PG Coordinator and Dean**

**ENDORSEMENT BY PG COORDINATOR AND/OR UNIT HEAD AND DEAN**

<b>PG Coordinator/ Unit Head</b>	<b>Dean</b>
I hereby endorse the details provide by the student and support / do not support the candidate's intention to submit five (5) copies of soft-cover bound thesis for examination three (3) months after the date of this notice. Signature:	I hereby endorse the details provide by the student and support / do not support the candidate's intention to submit five (5) copies of soft-cover bound thesis for examination three (3) months after the date of this notice. Signature:
Name:	Name:
Faculty:	Faculty:
Date:	Date:

**Section E: To be filled by the Faculty Postgraduate Committee**

**Date of Faculty Postgraduate committee meeting for appointment of examiners:**

The Faculty Postgraduate committee recommends the following persons as examiners for this thesis.

**EXTERNAL EXAMINER**

Position : \_\_\_\_\_

Name of examiner : \_\_\_\_\_

Name of Institution and : \_\_\_\_\_

Address \_\_\_\_\_

Highest academic qualification : \_\_\_\_\_

Area of expertise : \_\_\_\_\_

**INTERNAL EXAMINER - 1**

Name of examiner : \_\_\_\_\_

Name of Institution and : \_\_\_\_\_

Address \_\_\_\_\_

Highest academic qualification : \_\_\_\_\_

Area of expertise : \_\_\_\_\_

**INTERNAL EXAMINER - 2 (for PhD candidates)**

Name of examiner : \_\_\_\_\_

Name of Institution and : \_\_\_\_\_

Address \_\_\_\_\_

Highest academic qualification : \_\_\_\_\_

Area of expertise : \_\_\_\_\_