

 UNIVERSITI TEKNIKAL MALAYSIA MELAKA	CENTRE FOR GRADUATE STUDIES	UTeM/PPS/PK09/F2 (BI)
	NOTICE FOR SUBMISSION THESIS	

## SECTION A: STUDENT INFORMATION

(To Be Completed By Candidate)

Dean  
Centre For Graduate Studies,  
Universiti Teknikal Malaysia Melaka,  
Hang Tuah Jaya  
76100 Durian Tunggal  
Melaka.

**Notice For Submission of Thesis** (Please tick (√) in relevant boxes)

I, ....., a candidate for

☐ Full Time   
 ☐ Part Time   
 ☐ Master   
 ☐ D.Eng   
 ☐ PhD in the field of .....

.....will submit five (5) copies of  
thesis for examination in three (3) months from this date. The title of thesis is as follows:-

Title : ..... .....
Translation : ..... .....

My peronal particulars are as follows :-

Name : .....		<input type="checkbox"/> UTeM's Staff <input type="checkbox"/> Others
Address : .....		
.....		
Matrix No : .....	Office : .....	
Telephone (Home) : .....	H/Phone : .....	
E-mail : .....	Fax : .....	

Thank you.

.....  
(Signature of candidate)

.....  
(Date)

## SECTION B : VERIFICATION BY MAIN SUPERVISOR

(To be completed by Main Supervisor)

I, ....., the Main Supervisor for  
Mr/Mdm/Ms .....who is the candidate for ☐ Master ☐ PhD  
☐ DEng have been informed of his/her intention to submit five (5) copies of thesis for examination  
within three (3) months from this date. Therefore, I verify that I am fully satisfied with the  
progress made by this candidate and have no objection for this candidate to submit five (5)  
copies of thesis to be examined within three (3) months from this notice.

.....  
(Signature of Main Supervisor)

.....  
(Date)

.....  
Name of Co-Supervisor (If any) :

## SECTION C : VERIFICATION BY DEAN OF FACULTY/INSTITUTE

(To be completed by Dean, Faculty/Institute)

I, ....., as the Dean, Faculty/ Institute.....  
..... verify that declaration made by Main Supervisor of  
this candidate as stated in Section B above.

Faculty/Institute forwards the following names for External and Internal Examiners for this  
candidate:-

EXTERNAL EXAMINER	INTERNAL EXAMINER
Name : ..... Address: ..... ..... E-mail : ..... H/P : .....	Name : ..... Address: ..... ..... E-mail : ..... H/P : .....
Name : ..... Address: ..... ..... E-mail : ..... H/P : .....	Name : ..... Address: ..... ..... E-mail : ..... H/P : .....
Name : ..... Address: ..... ..... E-mail : ..... H/P : .....	<b>The list of candidates for External and Internal Examiners is hereby certified.</b>  ..... (Signature of Dean and Stamp ) (Date)

### Conditions for Appointment of Examiners

1. For Masters candidates whois not UTeM's Staff, requires 1 External Examiner and 1 Internal Examiner.
2. For Doctoral candidates whois not UTeM's Staff, requires 2 External Examiners and 1 Internal Examiner.
3. For UTeM's staff candidates requires attendance of both External Examiners and 1 Internal Examiner.
4. Those External Examiners who have not been appointed before are required to enclose the latest CV.