

NOTIFICATION TO SUBMIT A THESIS FOR MOCK VIVA EXAMINATION

SEMESTER: _____

This form and thesis need to be submitted at least three (3) months before the expected date of viva. Candidate is required to submit the thesis together with (i) thesis abstract (Bahasa Melayu and English); (ii) certificate – attendance of local/international conference; and (iii) evidence of journal publication (only for Januari 2014 intake onwards).

PART 1: To be completed by the candidate

| | | | |
|---|--|--------------------------------|--|
| Candidate's Name (capital letters) | | IC No / Passport No | |
| Matric No | | Faculty | |
| Program | | Commencement Intake | |
| Supervisor (s) Name | | | |
| | | | |
| | | | |
| Proposed Research Topic as agreed by the Supervisor (in Malay and English) | | | |

Candidate's signature: _____

Date: _____

PART 2: To be completed by the Supervisor(s)

| SUPERVISOR (S) NAME | FACULTY |
|---------------------|---------|
| | |
| | |
| | |
| | |

a. Candidate(s) for INTERNAL EXAMINER

| NAME | POSITION | ADDRESS & CONTACT NO. |
|------|----------|-----------------------|
| 1. | | |
| 2. | | |
| 3. | | |

b. Candidate(s) for EXTERNAL EXAMINER

| NAME | POSITION | ADDRESS & CONTACT NO. |
|------|----------|-----------------------|
| 1. | | |
| 2. | | |
| 3. | | |

c. I hereby certify that the above nominated candidates for Examiners are in compliance with the UNISEL's selection criteria of appointing the examiners.

Supervisor's signature: _____

Date: _____

PART 3: Approval by Dean / Head of Programme

a. Candidate(s) for INTERNAL EXAMINER

| NAME | POSITION | ADDRESS & CONTACT NO. |
|------|----------|-----------------------|
| 1. | | |
| 2. | | |
| 3. | | |

b. Candidate(s) for EXTERNAL EXAMINER

| NAME | POSITION | ADDRESS & CONTACT NO. |
|------|----------|-----------------------|
| 1. | | |
| 2. | | |
| 3. | | |

c. Name of chairperson for the viva session

d. I hereby certify that the above nominated candidates for Examiners are in compliance with the UNISEL's selection criteria of appointing the examiners.

Signature : _____
 Designation : _____
 Date : _____ Official Stamp :

PART 4: Tuition Fee Declaration by CGS

Kindly to be informed that the above-mentioned student has paid 80% of Tuition Fee and is therefore entitled to attend the VIVA VOCE Session.

Signature : _____
 Verify by : _____
 Designation : _____
 Date : _____ Official Stamp :

PART 5: Confirmation by the CGS/JPS

Signature of the Dean CGS

Name : _____ **Date:** _____

For CGS's Office Use Only

Received Date: _____

| ACTION | DATE | REMARKS |
|--|------|---------|
| 1. JKA(CGS) Meeting (approved/not approved) | | |
| 2. Senate Meeting (approved/not approved) | | |
| 3. The Issuance of Appointment Letters | | |
| 4. Acceptance Offer from the Examiners | | |
| 5. Notification to Supervisor(s) and relevant Faculty. | | |
| | | |