**Ph.D. Thesis Process**

1. The Program submits GR35 proposing the Qualifying Examination Committee for the upcoming qualifying examination to **Faculty of Graduate Studies (FGS)** at least 15 days before the examination.

2. FGS issues an administrative order appointing the Committee.

3. **Qualifying exam**

4. The Program submits QX result through GR38 to FGS within 15 days after the examination.

5. Thesis enrollment is allowed after the student passes QX

6. The Program submits GR44 nominating the thesis proposal advisor (faculty with Ph.D. degree/associate professor level) to FGS

7. The student develops his/her thesis proposal in English and proposes the thesis proposal examination within two academic terms after thesis enrollment.

8. **Thesis proposal examination**

9. The Program submits GR 39 nominating the Thesis Proposal Examination Committee to FGS **at least 15 days** before the examination. The Committee consists of at least three members as following:
   1. Chair of the Proposal Examination Committee (thesis proposal advisor)
   2. Committee members: faculties/visiting lecturer with Ph.D. or associate professor level /specialist

10. FGS issues an Administrative Order approving the Thesis Proposal Examination Committee and examination date

**Concept paper development and presentation are after QX. The presentation should be at least 45 days before proposal examination.**
FGS approves the Thesis Advisory Committee and thesis title.

The Thesis Advisory Committee is to be in communication with the student at least once a month about thesis progress. To report the progress, the Committee is required to complete and submit GR42 to Grad Faculty.

Thesis defense can be taken on condition that the student;  
- works on his/her thesis at least 90 days after the thesis title approval  
- completes coursework and credits required by the Program  
- passes an English test equivalent to TOEFL/IELTS  
- is approved by Thesis Advisory Committee to take the defense  
- submit an English manuscript of his/her thesis to the Committee at least 15 days before the defense

**Thesis defence**

The Program submits GR 2 proposing the thesis defense committee and defense date to FGS at least 15 days before the defense.  
The Committee consists of four members at a minimum as following;  
1. Chair of the defense  
2. Major Thesis Advisor  
3. External examiner(s)  
4. Co-advisor(s)

FGS issues an administrative order appointing the Thesis Defense Committee and defense date.

The Program submits FGS GR33, the examination result, in 15 days after the examination. In case of 'pass', GR1 (thesis title and thesis advisory committee) must be submitted altogether. If the result is 'pass with conditions' or 'not pass', the advisor is required to monitor the student’s proposal amendment and send FGS GR37 (revision of thesis proposal examination), along with GR1.

To submit GR 1 (thesis title and thesis advisory committee), there must be at least three people in the committee  
1) Major thesis advisor  
2) Co-advisors who are faculty(s), visiting lecturer(s) with Ph.D. or associate professor level/ specialist(s)

Progress report presentation after thesis proposal exam and at least 45 days before thesis defence.
The student must complete his/her thesis and submit its manuscript to FGS for format check. Together, the abstract must be submitted to the Language Center before the proposal for Dean’s signature.

The defense must be open and in line with the administrative order
- The Chair is required to supervise and conclude the defense result
- Major advisor is required to inform the student the result within 5 days after the defense and submit GR 3 (the defense result) to FGS in 15 days after the defense
- In case of absence of a committee member(s), the Committee is required to request from FGS for an administrative order postponing the defense. If the postponement is not feasible, the Program Director is required to ask for thesis result from the absentee and clarify the absence to FGS.

The Program submits GR3 to FGS within 15 days after the defense

Result

Not pass

Pass with conditions: The student must complete the amendment within 90 days after the defense, along with GR4 submitted to FGS by the Program. Overdue amendment will result in ‘Fail’. The student must re-enroll for thesis, including repayment and starting off a new thesis.

The student must amend his/her thesis within the specific time and pay 8,000 Bht for re-defense. Failure to complete the amendment in time, the defense result will be ‘Fail’. The student must re-enroll for thesis, including repayment and starting off a new thesis.

Pass

The student must complete his/her thesis and submit its manuscript to FGS for format check. Together, the abstract must be submitted to the Language Center before the proposal for Dean’s signature.

Submit GR 50 Turnitin originality Report to FGS

Two bounded theses and one PDF file CD must be submitted to FGS. The submission must be done within 21 days after the defense. Overdue submission will result in 200-baht-fine per day and must be done within 90 days. Failure to do so, the result ‘Pass’ will be revoked. The student must re-enroll for thesis, including repayment and starting off the new thesis.

Proof of published thesis or an acceptance of publishing must follow FGS’s requirements on thesis publishment

The Program submits GR5 requesting a degree.

FGS verifies graduation and nominates the student’s name for Mahidol Senate’s approval.