

## FINAL THESIS SUBMISSION FORM

1. Student is required to submit three (3) copies of the final hardbound thesis before the dateline of the final thesis submission or he/she is considered as fail. If the student needs an extension for the correction period, he/she must write to the Dean of the Faculty at least one (1) month before the final date of submission.

2. Before the final thesis submission, the student must ensure that three forms i.e. List of Correction Form UMP (IPS) RE-05, Endorsement of Correction Form UMP (IPS) RE-06 and the Draft Thesis Checklist Form UMP (IPS) RE-07 are completed as required and are attached together with this form. Student is also required to upload the final thesis in PDF format to IPS Online for Postgraduate.

### SECTION A : STUDENT'S PROFILE (TO BE COMPLETED BY STUDENT)

STUDENT NAME	:					
PROGRAMME	:					
FACULTY	:		MATRIC NO.	:		
STUDY MODE	:	FULL TIME / PART TIME	NO. OF SEMESTER	:		
EMAIL ADDRESS	:		CONTACT NO.	:		
THESIS TITLE	:					
SCALE	:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
APPROVAL MUST BE OBTAINED BY	:	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Internal Examiner	<input type="checkbox"/> External Examiner		
DURATION OF CORRECTION PERIOD	:	<input type="checkbox"/> Max 3 months	<input type="checkbox"/> Max 6 months	<input type="checkbox"/> Max 9 months	<input type="checkbox"/> Max 12 months	
DATE OF VIVA VOCE	:					
DEADLINE FOR THESIS SUBMISSION	:					
DATE OF SUBMISSION	:					

Hereby, I declare that my thesis has been reviewed and approved by the Main Supervisor and Dean of Faculty as stated in Section B and C. I have also obtained the required verifications from Finance Office (Section D) and IPS (Section E). Submit herewith the following documentations:

- Three (3) copies of Hardbound Final Thesis
- Verified List of Correction Form UMP (IPS) RE-05
- Endorsement of Correction Form UMP (IPS) RE-06
- Draft Thesis Checklist Form UMP (IPS) RE-08

I have also uploaded the softcopy of the final thesis in PDF format to IPS Online for Postgraduate.

Student's Signature:

Date:

**SECTION B: VERIFICATION BY SUPERVISOR**

SUPERVISOR NAME :	
FACULTY :	
I would like to verify that:	
<input type="checkbox"/>	I have checked, reviewed and satisfied with the student's final thesis. All corrections and amendments made to the thesis have been rectified by the candidate as proposed by Panel of Examiners.
<input type="checkbox"/>	Other comments : _____ _____
Signature and Stamp:	Date:

**SECTION C: VERIFICATION BY DEAN OF FACULTY / DEAN OF IPS (If supervisor is Dean of Faculty)**

NAME :	
DESIGNATION :	
FACULTY :	
Hereby,	
<input type="checkbox"/>	I endorse the verifications made by the Main Supervisor as stipulated in Section B.
<input type="checkbox"/>	Other comments : _____ _____
Signature and Stamp:	Date:

**SECTION D: VERIFICATION BY FINANCE OFFICE**

NAME :	
DESIGNATION :	
I would like to verify that:	
<input type="checkbox"/>	The student does not have any outstanding payment to UMP.
<input type="checkbox"/>	The student has an outstanding payment and is required to settle this outstanding payment amount; RM _____
<input type="checkbox"/>	Other comments : _____ _____
Signature and Stamp:	Date:

**SECTION E: VERIFICATION BY IPS**

NAME :	
DESIGNATION :	
NO. OF THESIS RECEIVED :	
REFERENCE NO. :	
Signature and Stamp:	Date:

**SECTION F: (STUDENT COPY AFTER COMPLETED THE SUBMISSION OF FINAL THESIS)**

NAME :	
DESIGNATION :	
NO. OF THESIS RECEIVED :	
REFERENCE NO. :	
Signature and Stamp:	Date: