



These criteria are applied to the students with ID issued before 2017 only

Request Form for Holding Graduation Approval

Dear Chairperson of Graduate Studies Program Committee of Program

Title.....

I,Student ID.....Telephone No.....

Level of Study Master's Plan..... Doctoral Type.....

Program..... have been studied since the semester of.....until the last semester (specify) and spent the time studying totally..... semester(s) and at the moment, I

have completed the study duration required have not completed the study duration required

I would like to make a request for holding the graduation approval in the semester..... because I am waiting for the acceptance of my publication to be published in academic journal (s). I hereby attached the following documents:

- Transcript (showing grades awarded in every required courses)
Copy of the cover letter requesting to publish and stating journal title or institution
Copy of the article to be published
Other (specify).....

I certify that I have completed all graduation requirements as follows:

- registered and passed the tests for every course in the program
completed the thesis registration and passed the thesis defense examination
GPAX is not less than 3.00 (course work only)
passed the English Proficiency Test as specified by the university
submitted the Thesis book

Student's Signature.....

Date.....

Table with 2 columns: Thesis Advisor Committee and Graduate Studies Program Committee. Each column contains checkboxes for 'Agreed to hold the degree approval' or 'Approved/Disapproved' and fields for signature and date.

| ③ College of Graduate Studies | ④ Educational Services Officer |
|--|---|
| Verified The student must complete comment No. ② within the semester..... Recorder..... Date..... | Recorded in the system as “waiting for the graduation approval” (code 39) Recorder..... Date..... |
| ⑤ Director, The Center for Educational Services | |
| <input type="checkbox"/> Acknowledged <input type="checkbox"/> Other Signature..... Director, The Center for Educational Services Date..... | |

Remarks: 1. The maximum duration of Master’s Degree completion is 5 academic years.
 2. The maximum duration of Doctoral Degree completion is 6 academic years, and 8 years for continuing the study from Bachelor’s Degree.