|  |  |
| --- | --- |
|  | **PROPOSAL**  **(3 COPIES)** |
|  | **RE-PROPOSAL**  **(3 COPIES)** |
|  | **TURNIT IN REPORT** |
| ***\*\*Please (✓)*** | |

**FACULTY OF LANGUAGE ACADEMY**

**UNIVERSITI TEKNOLOGI MALAYSIA**

**PROPOSAL SUBMISSION FORM (DISSERTATION & THESIS)**

**SEMESTER \_\_\_\_\_\_\_\_\_ SESSION \_\_\_\_\_\_\_\_\_\_\_**

# SECTION A - TO BE COMPLETED BY STUDENT

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | : |  | Matric No. | : |  |
| I.C/NRIC No | : |  | Program | : |  |
| H/Phone No. | : |  | E-mail | : |  |
| Title Of Thesis | : |  | | | |
| Signature | : |  | Date | : |  |

**SECTION B** - **CERTIFICATION OF PROPOSAL / DISSERTATION STATUS BY SUPERVISOR**

# I, : Main supervisor &

Co –supervisor (if any)

Co –supervisor (if any)

Co –supervisor (if any)

Hereby certify that I have read, verified and satisfied that the candidate has reached the standard for proposal/dissertation writing to be assessed in a proposal presentation session/ viva voce.

Understand that the outcome of the candidate’s proposal presentation /viva voce will be a part of the candidate’s study record

Signature Supervisor & : H/Phone No :

Official Stamp

Date : E-mail :

# SECTION C - FOR POSTGRADUATE STUDIES DEPARTMENT

Name of Receiver : Date :

Signature :

|  |  |
| --- | --- |
| **4**  **3**  **1**  **2**  **6**  **5** | START |
| Student submit 3 copies of proposal and a copy of \*Verified Turnit in Report to the faculty (by supervisor) |
| Faculty distribute proposal to all panels |
| Faculty contact student to inform presentation date  (within 2 weeks) |
| Proposal presentation session |
| Faculty received chairman’s and examiners report |
| After presentation, student will receive :     1. Presentation Letter 2. A copy of chairman’s and examiner’s report 3. 3 copies of examined proposal |
| FINISH |

PROPOSAL PRESENTATION PROCESS FLOW CHART