

CONDUCT OF SPECIAL PROBLEM AND THESIS DEFENSE

Special Problem

After the student's draft has been positively evaluated by the Special Problem Committee, the student in consultation with Adviser will arrange the schedule for the oral presentation and defense. It is recommended that the oral presentation and defense be scheduled at least one month prior to the Graduate Faculty Assembly meeting, which will approve the student's graduation.

The Special Problem Adviser assumes the role of Chairperson for the Special Problem Committee during the defense. In order to pass the Special Problem defense, the student must not receive more than one negative vote from the Committee Members.

Within one week following the defense, the Chairperson of the Special Problem Committee is responsible for submitting the results to the respective Division/Department/Institute

Master's Thesis

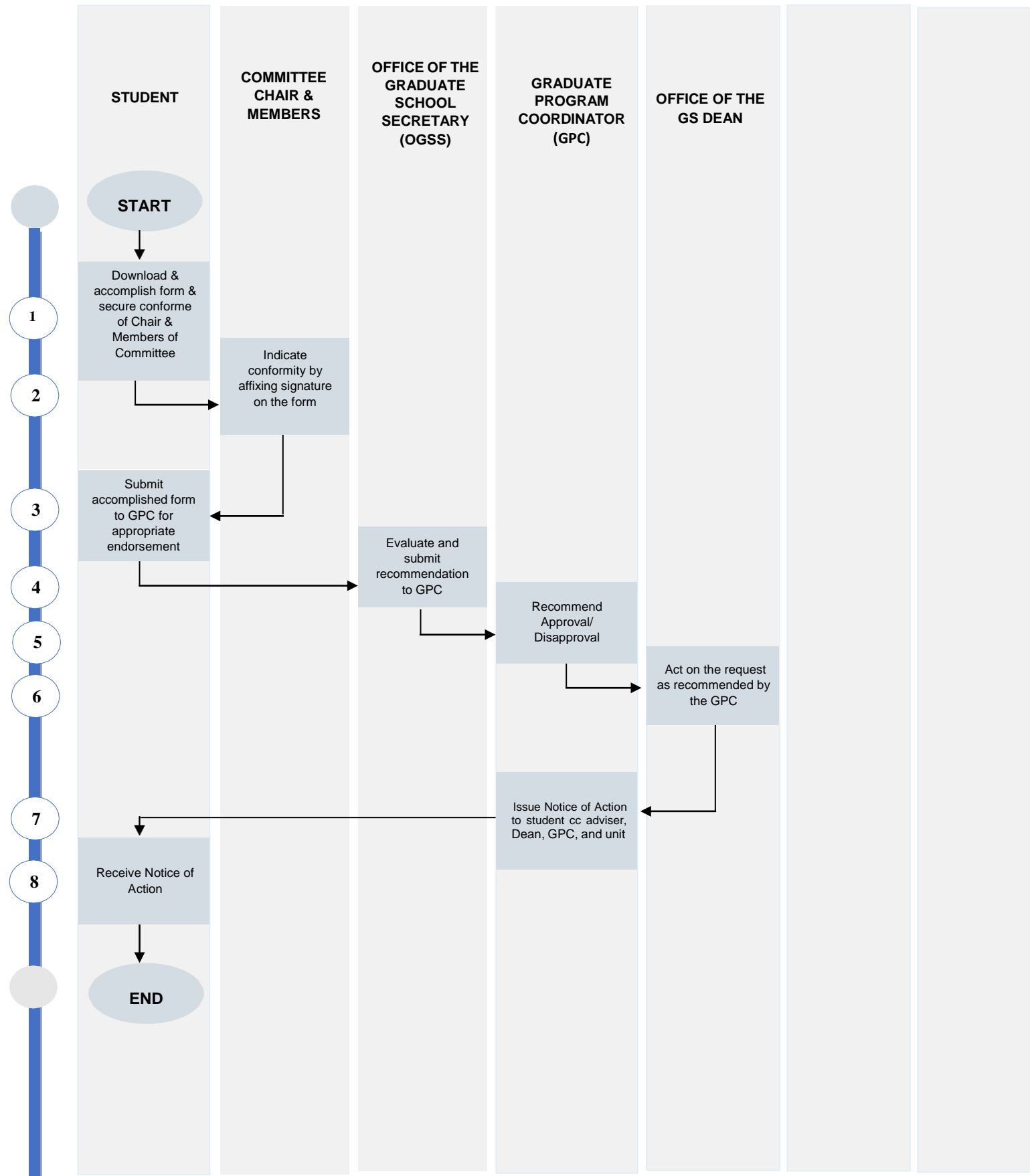
Upon the successful evaluation of the student's thesis draft by the Thesis Committee, the student in consultation with the thesis adviser applies for the thesis examination. It is important to schedule the oral presentation and defense at least one month before the Graduate Faculty Assembly meeting, as it is necessary for the approval of the student's graduation. This recommendation will be made by the Thesis Committee and will be subject to the action of the Dean of the UPV Graduate School.

The thesis examination will be conducted by the Thesis Committee, including the participation of the External Critic. During the oral examination in the thesis defense, the student will present his/her thesis to the Thesis Committee and the External Critic. To successfully pass the oral examination, the student must not receive more than one negative vote from the committee members.

Within one week after the examination, the Chairperson of the Thesis Committee is responsible for reporting the results to the Dean.

Attached is the flowchart outlining the process for conducting the special problem and thesis defense, along with the accompanying form that requires completion.

Conduct of Special Problem, Thesis Proposal and Final Defense





UNIVERSITY OF THE PHILIPPINES VISAYAS
GRADUATE SCHOOL

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**REQUEST FOR CONDUCT OF SPECIAL PROBLEM/THESIS
PROPOSAL AND FINAL DEFENSE**

Date

The Dean

Graduate School
UP Visayas, Iloilo City

Dear Sir/Madam:

I would like to request approval for the conduct of my (please check box):

☐

Special Problem Proposal Defense

☐

Thesis Proposal Defense

☐

Special Problem Final Defense

☐

Thesis Final Defense

on _____ at the _____
Date and Time Venue

The title of my Special Problem/Thesis is:

The members of my Special Problem/Thesis Committee have agreed on the above request.

Signature of Adviser over Printed Name

Signature of Member over Printed Name

Signature of Member over Printed Name

Signature of Critic over Printed Name
(For Final Oral Thesis Defense Only)

Truly yours,

Signature of Student over Printed Name

Student Number: _____

Email Address: _____

Degree Program: _____

Mobile No.: _____

Recommendation: Approval / Disapproval:

Recommendation: Approval / Disapproval:

Graduate Program Coordinator

Graduate School Secretary

ACTION: APPROVED / DISAPPROVED

Graduate School Dean

REQUIRED ATTACHMENTS For Proposal Defense: Copy of Approved Special Problem/Thesis Committee
For Final Defense: Copy of Approved Special Problem/Thesis Proposal Defense and
Copy of Approved External Critic (if applicable)