

**CONFIDENTIAL**

KULLIYYAH OF MEDICINE

NOTIFICATION OF INTENTION TO PRESENT RESEARCH PROPOSAL

**SEMESTER ……………….. SESSION ………….**

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| INSTRUCTIONS **To Student**   1. Please complete Section A. 2. A student intending to present his/her research proposal should notify the **Postgraduate (PG) Coordinator** **ONE (1) month** before the proposed date (before week 11). 3. Submit this form to the PG Coordinator of the department upon completion of section B by your supervisor.   **To Supervisor**   1. Please complete Section B and nominate **TWO (2)** assessors for your supervisee research proposal presentation. 2. Kindly discuss with the PG coordinator of a suitable date. 3. Please confirm with the respective assessors of their availability on the proposed date. |

# SECTION A: TO BE COMPLETED BY THE STUDENT

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| 1. Name: | 2. Matric No : |
| 3. Programme: | 4. Telephone No : |
| 1. Thesis Title: | |
| I would like to notify of my intention to present my research proposal for assessment on ………………………….. (day/month/year)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature Date | |

# SECTION B: TO BE COMPLETED BY THE SUPERVISOR(S)

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| Name of Main Supervisor: |
| |  |  |  | | --- | --- | --- | |  | **Name of assessors** | **Department & Kulliyyah** | | **1** |  |  | | **2** |  |  |   Comment (s): ……………………………………………………………………………………………….……..    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature and Official Stamp Date |

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| SECTION C: | **CONFIRMATION BY THE POSTGRADUATE COORDINATOR & HEAD OF DEPARTMENT ON THE INTENTION TO PRESENT THE RESEARCH PROPOSAL** |
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| **To be completed by the Department PG coordinator**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature and Official Stamp  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **To be completed by the Head of Department**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature and Official Stamp  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

**OFFICE USE [OFFICE OF DEPUTY DEAN (POSTGRADUATE)]**

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| **Date Received** | **Action / Remarks** |
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