

VERIFICATION FORM AND DRAFT THESIS SUBMISSION FORM

**Steps for Submission Draft of Thesis:-**

1. Fill up the verification form and attach soft copy to check it.
2. Get verification from IPS that your thesis meets the USM guidelines.
3. Submit one (1) of the draft thesis to School/ Centre / Institute. Get the endorsement School/ Centre / Institute
4. Submit one (1) copy of draft thesis to IPS together with the completed 'Draft Thesis Submission' form. Turnitin Report and Examination Fees Receipt to draft\_thesis@usm.my (Main Campus) / draft\_thesis\_eng@usm.my (Engineering Campus) / draft\_thesis\_kk@usm.my (Health Campus)

**SECTION 1: STUDENT DETAIL (TO BE COMPLETED BY THE STUDENT)**

Name : .....

IC/ Passport No. : .....

Matric No. : .....

Degree Program : .....  
*eg: Doctor of Philosophy; Master of Science (Botany)*

: .....

**SECTION 2: VERIFICATION OF THESIS FORMAT BY IPS (TO BE COMPLETED BY IPS)**

I hereby confirm that the thesis submitted by this student has met the conditions Stipulated by the USM.

Staff Name :  
Signature & Stamp :  
Date :

**SECTION 3: TO BE COMPLETED BY SCHOOL / CENTRE / INSTITUTE AND IPS**

**UNTUK KEGUNAAN PUSAT TANGGUNGJAWAB SAHAJA**  
*For School / Centre / Institute use only*

- Borang penghantaran deraf telah disemak dan lengkap/  
*Form has been reviewed and completed.*
- Laporan kesamaan Turnitin diserahkan dalam format  
**PDF/ Turnitin report in PDF format.**
- Tesis pelajar dengan menggunakan katalaluan nombor  
**matrik** (contoh: **23100175 / P-FD0011/11(R).pdf**)/  
*Thesis file is named using the password (matric  
number)(e.g., 23100175 / P-FD0011/11(R).pdf*

**Tandatangan dan cop staf bertanggungjawab :**  
*Signature and official stamp of the responsible officer:*

Nama:  
*Name*

Tarikh:  
*Date*

**UNTUK KEGUNAAN IPS SAHAJA**  
*For IPS use only*

**Pengesahan Penerimaan dokumen penyerahan  
serahan deraf tesis pelajar.**  
*Confirmation of Submission of Draft Thesis*

Pengesahan penerimaan deraf tesis pelajar.  
*This is to certify that I have duly examined the  
documents and verified that it represents the  
student's draft, revised submission*

**Tandatangan dan cop staf bertanggungjawab :**  
*Signature and official stamp of the responsible officer:*

Nama:  
*Name*

Tarikh:  
*Date*

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**SECTION 4: TO BE COMPLETED BY THE STUDENT**

The title of the thesis Title:

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Translation:

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**Please insert the Field of Research for the Academic Transcript Records**

**Research field (English)** : .....

**Research field (Bahasa Malaysia)** : .....

**Specialization (English)** : .....

**Specialization (Bahasa Malaysia)** : .....

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**SECTION 5 : VERIFICATION OF PLAGIARISM SCREENING  
(TO BE COMPLETED BY THE RESPONSIBLE OFFICER)**

**Staff Name** :

**Date** :

**Signature & Stamp** :

**\* Turnitin report as attached**

**SECTION 6: MAIN SUPERVISOR ENDORSEMENT (TO BE COMPLETED BY THE MAIN SUPERVISOR)**

Supervisor's Name : .....

School / Centre / Institute : .....

I have examined the thesis of Mr. [Mrs. [Ms.: .....

- (i) I hereby confirm that I have read and satisfied with the Turnitin screening report
- (ii) I hereby confirm that I am satisfied with the progress achieved by the candidate in terms of quality of the work presented and therefore have no hesitation in recommending that the thesis be submitted for examination
- (iii) I do not agree that the thesis be submitted for examination; and
- (iv) Other comments on the submission of thesis (if any):  
.....

.....  
**Main Supervisor's Signature & Stamp**

.....  
**(Date)**

**SECTION 7: ENDORSEMENT BY DEAN / DIRECTOR OF SCHOOL / CENTRE / INSTITUTE  
(TO BE COMPLETED BY DEAN\*\* / DIRECTOR\* OF SCHOOL / CENTRE / INSTITUTE)**

I, ..... Dean / Director of the School / Centre /  
Institute ..... hereby: -

- (i) Endorse the recommendations made by the Main Supervisor as stipulated in Section 4 above.
- (ii) Confirm that I am pleased that all corrections and amendments to the thesis have been rectified by the candidate as recommended by the Thesis Examination Panel.

.....  
**(Dean's / Director's Signature & Stamp)**

.....  
**(Date)**

**Regulation on Thesis Endorsement**

\* If the Main Supervisor is the Dean/Director of the School / Centre / Institute where the student is registered, the endorsement of Section 5 will be signed by the Dean, Institute of Postgraduate Studies (IPS)

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**SECTION 8: STUDENT'S DECLARATION (TO BE COMPLETED BY STUDENT AND SUPERVISOR)  
STUDENT THESIS'S COPYRIGHT AND UNIVERSITY'S INTELLECTUAL PROPERTY**

**Student Thesis's Copyright and University's Intellectual Property**

The copyright to a thesis belongs to the student. However, as a condition of being awarded the degree, the student hereby grants to the University, a free, ongoing, non-exclusive right to use the relevant work and/or thesis for the University's teaching, research and promotional purposes as well as free and the non-exclusive right to retain, re-produce, display and distribute a limited number of copies of the thesis, together with the right to require its publication for further research and archival use.

**SIGNATURE OF STUDENT**

Name of Student :

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IC. No. /Passport No. :

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Date :

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**SIGNATURE OF SUPERVISOR**

Name of Supervisor :

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IC. No. /Passport No. :

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Date :

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