



KULLIYAH OF LANGUAGES AND MANAGEMENT
REQUEST FOR PROPOSAL DEFENCE
Semester ___ Session _____ / _____

INSTRUCTIONS

To the Candidate:

1. You will fill this form once your Research Proposal is ready for examination. Please complete Section A and submit this form together with a copy of the proposal to your Main Supervisor.
2. You are strongly advised to check the status of your study. Only 'Registered' students are allowed to proceed with the proposal defence.
3. You are required to adhere to the University/Kulliyyah guidelines on writing research proposal.
4. Once you got the approval from your Main Supervisor, you are to submit **three (3) copies** of the final draft of research proposal, which are ring bound, to the Department Office.
5. Once notified, you are to attend the defence session on the specified date. You are required to prepare PowerPoint slides and present for not more than 20 minutes, followed by Q&A.

SECTION A: TO BE COMPLETED BY THE STUDENT

NAME:		MATRIC NO.:
PROGRAMME:	EMAIL:	HP NO.:
TITLE OF RESEARCH PROPOSAL:		
<i>I hereby confirm that I have prepared my proposal in accordance with the University's Thesis manual and that I have proofread the proposal and ensured that it was prepared with a high quality of the English language.</i>		
<i>I understand that the Kulliyyah PG Office has the right Not to accept my PhD / Master proposal for presentation and examination if I do not fulfill the requirements as specified by the Kulliyyah of my proposal does not fulfill the above conditions.</i>		
<i>I confirm that the version that I submit is considered as the final draft and meant for the examination.</i>		
<i>I do understand that the Kulliyyah PG Office will schedule the defence within 6 weeks from the date of submission.</i>		
<i>Once notified, I shall be present on the assigned date punctually.</i>		
SIGNATURE:		DATE:

SECTION B: TO BE COMPLETED BY THE MAIN SUPERVISOR

This is to certify that the above student has completed his/her research proposal work to my satisfaction. The research proposal meets the standards of the University in content quality and presentation style, and is ready for examination.

Signature and Stamp

Date

SECTION C: TO BE COMPLETED BY THE PG COORDINATOR / HEAD OF DEPARTMENT

I confirm that the student has submitted three (3) copies of the proposal to the Department Office. Kindly arrange the Defence Session for the above student.

Proposed Examiner of the proposal:

1. _____

2. _____

Signature and Stamp

Date

**SECTION D: TO BE COMPLETED BY THE DEPUTY DEAN (RESEARCH & POSTGRADUATE)
OF THE KULLIYAH**

The student has satisfied all requirements as specified by the Kulliyyah, and approved for the Defence of Proposal.

Signature and Stamp

Date

DDRRR OFFICE:

Date of Defence:

Time:

Venue:

Chairperson: