GS-T.11

THESIS / INDEPENDENT STUDY FORMAT VERIFICATION CERTIFICATION FORM

Graduate Level

Valaya Alongkorn Rajabhat University under the Royal Patronage, Pathum Thani Province

Name – Surname (Mr./Mrs./Ms.) ..... Student ID No. .....

a student in the ○ Master's Degree Program ○ Doctoral Degree Program, majoring in .....

Enrolled in Semester ..... Academic Year ..... Contact phone number .....

Title (English): .....

.....

.....

Signature .....

(.....)

Student

Date: ..... / ..... / .....

I, ... (Thesis / Independent Study Advisor), have verified the format of the following items:

○ Cover page ○ Certification page ○ Abstract ○ Table of contents ○ List of tables
○ List of figures ○ In-text citations ○ Bibliography ○ Appendices ○ Researcher's biography
○ Page setup format ○ Font format

of the student's manuscript, and confirm that it is correct in every respect according to all format requirements set by the Graduate School.

Signature .....

(.....)

Thesis / Independent Study Advisor

Date: ..... / ..... / .....

For Officer Use Only

Round	Submission Date / Revision Notes	Verification Result
	Date sent: ..... / ..... / ..... Revision notes:	Format verified. Signature: ..... Date: .....
	Date sent: ..... / ..... / ..... Revision notes:	Format verified. Signature: ..... Date: .....
	Date sent: ..... / ..... / ..... Revision notes:	Format verified. Signature: ..... Date: .....

Signature .....

(.....)

Associate Dean of the Graduate School for Academic Affairs

Date: ..... / ..... / .....

Signature .....

(.....)

Associate Dean of the Graduate School for Research and Academic Service

Date: ..... / ..... / .....

Signature .....

(.....)

Dean of the Graduate School

Date: ..... / ..... / .....

Remark 1. The student submits 1 copy of the thesis / independent study at the Graduate School (binding not required).
2. The student attaches the Format Verification Request Slip (Form GS-T.11) for every round of review.

Pink

THESIS / INDEPENDENT STUDY FORMAT VERIFICATION REQUEST SLIP

Graduate Level – Round 1

Valaya Alongkorn Rajabhat University under the Royal Patronage, Pathum Thani Province

Name – Surname (Mr./Mrs./Ms.) ..... Student ID No. .....

a student in the ○ Master's Degree Program ○ Doctoral Degree Program, majoring in .....

Enrolled in Semester ..... Academic Year ..... Contact phone number .....

I wish to submit for verification: ○ Thesis ○ Independent Study

Title (English): .....

.....

.....

I have verified that the manuscript's format and printing comply with the required format, and have attached the following documents:

No.	Item	Document Submitted		Officer Verification	
		Yes	No	Yes	No
1	Cover page (English)				
2	Thesis / Independent Study certification page				
3	Abstract (English)				
4	Acknowledgements				
5	Table of contents				
6	List of tables				
7	List of figures				
8	Chapter 1: Introduction				
9	Chapter 2: Literature review and related research				
10	Chapter 3: Research methodology				
11	Chapter 4: Data analysis results				
12	Chapter 5: Summary, discussion, and recommendations				
13	Bibliography				
14	Appendix divider sheet				
15	Appendix				
16	Researcher's biography				
17	Printed in Times New Roman font				
18	Report on Revision and Improvement of the Thesis / Independent Study Examination (Form GS-T.10)				

Signature .....
(.....)
Student
Date: ..... / ..... / .....

Signature .....
(.....)
Thesis / Independent Study Advisor
Date: ..... / ..... / .....

PROCEDURE FOR SUBMITTING THE MANUSCRIPT FOR FORMAT VERIFICATION

1. The student submits 1 copy of the thesis / independent study (binding not required), together with the Round 1 Format Verification Request Slip (pink).

2. The student, or a designated representative, personally records the submission and return of the manuscript in the Round 1 Format Verification Log Book at the Graduate School.

3. For revisions, the student submits 1 copy of the revised thesis / independent study for format re-verification, together with the Revised Format Verification Request Slip (green), the Report on Revision and Improvement of the Thesis / Independent Study (Form GS-T.10), the original Round 1 Request Slip (pink), the Format Verification Summary Sheet (blue), and 1 copy of the examination committee's appointment order previously submitted. The same procedure as Round 1 applies, with the manuscript to be returned within 14 working days (during office hours).

4. The student must continue revising the format until it is complete and has been signed off by the format reviewer.

5. The Graduate School officer records the data on Form GS-T.11 and forwards it for structural review.

6. Once the student has completed the process, the student submits the documents to apply for graduation.

Green

THESIS / INDEPENDENT STUDY FORMAT VERIFICATION REQUEST SLIP

Graduate Level – Revised (Round .....)

Valaya Alongkorn Rajabhat University under the Royal Patronage, Pathum Thani Province

Name – Surname (Mr./Mrs./Ms.) ..... Student ID No. .....

a student in the ○ Master's Degree Program ○ Doctoral Degree Program, majoring in .....

Enrolled in Semester ..... Academic Year ..... Contact phone number .....

I wish to submit for verification: ○ Thesis ○ Independent Study

Title (English): .....

.....

Signature .....
(.....)
Student
Date: ..... / ..... / .....

Signature .....
(.....)
Thesis / Independent Study Advisory Committee Member
Date: ..... / ..... / .....

For Officer Use Only

Record of printing format corrections:

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.....

.....

☐ Format verified.

Signature .....
(.....)
Academic Officer
Date: ..... / ..... / .....

Remark

1. The student submits the Round 2 Format Verification Request Slip (green), together with the Report on Revision and Improvement of the Thesis / Independent Study (Form GS-T.10).
2. The student submits 1 copy of the revised thesis / independent study (binding not required).
3. The student attaches the Round 1 Format Verification Request Slip (pink).
4. The student attaches the Format Verification Summary Sheet (blue).
5. The student brings the manuscript copy from the previous review to submit at the same time.