**Master of Science Program in Hazardous Substance and**

**Environmental Management**

Certifying Form

## Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Thesis Advisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All students are required to obtain signatures of the designated officials to certify that they have returned all the items listed below and have fulfilled all requirements for graduation. To obtain the final approval signature from Postgraduate Program Director, the completed form must be submitted to the Postgraduate Program Office at least one week before submitting thesis to the Graduate School.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Items/Requirements** | **Official Signatures** | **Date** | **Comments** |
|  | ❒ Completion of coursework **(P’jiew)**❒ Key Card | -------------------------------(Administrative Officer) |  |  |
|  | English Proficiency Score: > 500 **(P’jiew)** | -------------------------------(Administrative Officer) |  |  |
|  | Thesis submission **(P’koa)*** Final Proposal
* Final Proposal Presentation
* Final Thesis
* Final Thesis Presentation
* Poster Presentation (120\*90 cm. slide)
* Proceeding
 | -------------------------------(Academic Coordinator) |  |  |
|  | Financial Obligation including the return of: **(P’Pop)*** all receipts for purchase of research materials;
* all monies left over after purchase of materials not accounted for with receipts;
* all receipts resulting from expenditures during overseas research trip and any excess funds not accounted for with receipts.
* Tuition
* Fee
 | -------------------------------(Financial Officer) |  |  |
|  | Laboratory Affairs **(P’Poo)*** Laboratory Equipment
* Glasswares
* Chemicals
* Analytical Cost
* Labware Payment
* Lab area and cabinet clear up
* Waste Disposal
 | -------------------------------(Laboratory Researcher) |  |  |
|  | Library **(P’Nham)*** Books
* Other audiovisual materials
 | -------------------------------(Librarian) |  |  |
|  | Other Items **(P’Pop)*** Locker and Desk clear up
* Alumni form
 | -------------------------------(Administrative Officer) |  |  |
|  | Advisor’s recommendation:* Recommended for graduation
* Recommended for graduation on the following conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | -------------------------------(Thesis Advisor) |  |  |
|  | Completion of all other Graduation Requirements | -------------------------------(Postgraduate Program Director) |  |  |