

Graduate School Announcement, Burapha University

No. 0018/2569

Subject: Independent Study Requirements for Master's Degree Students, Burapha University, B.E. 2569 (2026)

Whereas it is appropriate to issue the Graduate School Announcement of Burapha University on the Independent Study Requirements for Master's Degree Students, Burapha University, B.E. 2569 (2026);

By virtue of Clause 5, Paragraph Two, Clause 27 (6), Clause 53, Clause 57, Clause 58, and Clause 60 of the Burapha University Regulations on Graduate Education, B.E. 2566 (2023), together with the resolution of the Graduate School Standing Committee Meeting of Burapha University No. 10/2568 dated October 14, B.E. 2568 (2025), the following announcement is hereby issued:

Article 1 This announcement shall be known as “Graduate School Announcement of Burapha University No. 0018/2569 Subject: Requirement for the Master's Independent Study for Graduate Students, Burapha University, B.E. 2569 (2026)

Article 2 This announcement shall apply to graduate programs approved by the University Council from September 27, B.E. 2565 (2022) onwards.

Article 3 The following announcements shall be repealed:

(1) Announcement of the Graduate School, Burapha University No. 0126/2562
Re: Independent Study Requirements for Master's Degree Students, B.E. 2562 (2019)

(2) Announcement of the Graduate School, Burapha University No. 0062/2566
Re: Independent Study Requirements for Master's Degree Students, B.E. 2566 (2023)

(3) Announcement of the Graduate School, Burapha University No. 0194/2566
Re: Independent Study Requirements for Master's Degree Students, B.E. 2566 (2023) (No. 2)

(4) Announcement of the Graduate School, Burapha University No. 0113/2562
Re: Criteria for the Comprehensive Examination for Master's Degree Students Enrolled in a Non-Thesis Study Plan, B.E. 2562 (2019)

(5) Announcement of the Graduate School, Burapha University No. 0042/2566
Re: Criteria for the Comprehensive Examination for Master's Degree Students under Plan 2, B.E. 2566 (2023)

(6) Announcement of the Graduate School, Burapha University No. 0087/2564
Re: Qualifications of Internal Faculty Members Serving as Co-Advisors and as Members of the Examination/Evaluation Committees for Dissertation Proposals, Theses, and Independent Studies

Article 4 In this Announcement:

“University” shall mean Burapha University.

“University Council” shall mean the University Council of Burapha University.

“Graduate School” shall mean the Graduate School, Burapha University.

“Faculty” shall include a college, institute, teaching unit, or a project for the establishment of a faculty or college that has been approved by the University Council to offer graduate-level programs.

“Dean” shall mean the head of an academic unit responsible for teaching in which students are enrolled, or the head of the academic unit to which the courses belong, or the Chair of a project for the establishment of a faculty or college that has been approved by the University Council to offer graduate-level programs.

“Head of Department” shall include the Chair of a discipline or the head of any unit within a faculty responsible for teaching, regardless of the title used.

“Full-time Instructor” shall mean a person holding the position of Lecturer, Assistant Professor, Associate Professor, Professor, or any equivalent position at Burapha University as determined by the University Council, who performs duties on a full-time basis, or a person from an external organization jointly engaged in academic production, responsible for duties in accordance with the mission of higher education, and possessing an understanding of the standards of higher education qualifications.

“Program Instructor” shall mean a full-time instructor whose academic qualifications are directly relevant or related to the discipline of the program as approved or authorized by the University Council of Burapha University, and who is responsible for teaching and conducting research in such discipline. A program instructor may concurrently serve in more than one program.

“Researcher” shall mean a person holding the position of Researcher or Academic support staff at Burapha University whose duties include conducting academic research on a full-time basis.

“External Expert” shall mean a person who is not a full-time instructor and who is nominated by a faculty for appointment by the Graduate School to serve as a co-advisor or independent study examiner, provided that such person possesses qualifications in accordance with the prescribed standards.

“Program Director” shall mean a program instructor responsible for the administration and development of a graduate program, including planning, quality control, monitoring, evaluation, and curriculum development. The Program Director shall remain assigned to the program

throughout the entire period of program operation and shall not concurrently serve as Program Director of more than one program, except in the case of multidisciplinary or interdisciplinary programs, in which case a Program Director may concurrently serve in one additional program. For master's and doctoral programs within the same discipline, the same set of Program Directors may be appointed, provided that the number of duplicate Program Directors shall not exceed two persons.

“Program Chair” shall mean a program instructor responsible for serving as the chairperson in the administration of a graduate program, appointed by the Graduate School.

“Advisor” shall mean a faculty member appointed to provide academic guidance and to assist students in planning their study programs.

“Student” shall mean a master's degree student of the University.

“Program” shall mean the various master's degree programs of the University which have been approved by the University Council to offer instruction and to admit students.

“Independent Study” means a document resulting from the independent scholarly inquiry of a Master's degree student under Plan 2. Such work involves systematic investigation and critical engagement with existing knowledge without restriction to a specific research format. It requires the synthesis, analysis, and reinterpretation of previously published studies and scholarly works, organized under a unified theme while presenting original perspectives and differentiated content.

“i-Thesis System” shall mean the system which prescribes the writing format and manages the preparation and administration of doctoral dissertations, master's theses, and research papers, in both draft and final versions, and serves as the electronic system for submission to the Dissertation Supervisory Committee, Thesis Supervisory Committee, Independent Study Supervisory Committee, and the faculty officers responsible for graduate students.

“GRD-Forms Electronic Document System” shall mean the electronic document management and archival system used in the dissertation, thesis, and independent study processes of the Graduate School, Burapha University.

Article 5 The process of preparing an independent study shall consist of the following stages:

- (1) Completion of compulsory training programs as prescribed by the Graduate School;
- (2) Registration for independent study credits;
- (3) Appointment of the independent study supervisory committee;

- (4) Preparation of the independent study proposal;
- (5) Examination and approval of the independent study proposal;
- (6) Evaluation of independent study research progress;
- (7) Submission for research ethics review;
- (8) Conduct of research and writing of the independent study;
- (9) Oral examination and approval of the independent study;
- (10) Plagiarism and similarity checking against the works of others;
- (11) Comprehensive Examination.

Article 6 Prior to registration for independent study credits, students shall complete the compulsory training programs prescribed by the Graduate School in the following subjects:

- (1) Research Ethics, provided by the Graduate School, Burapha University;
- (2) Use of the i-Thesis System, provided by the Graduate School, Burapha University; and
- (3) Information Literacy Skills, provided by the University Library, Burapha University.

Article 7 Registration for independent study credits shall be in accordance with the curriculum structure as follows:

“Plan 2” (Professional Track) requires the completion of an Independent Study of not fewer than 3 credits and not more than 6 credits.

A student may register for the Independent Study only after enrolling in and successfully completing at least one-half of the total coursework required by the curriculum. Registration must receive approval from the academic advisor or the Principal Independent Study Advisor.

If a student fails to register for courses within the period prescribed by the University, the student shall not be entitled to register in that semester, unless special approval is granted by the Dean of the Faculty/College. In such cases, the student shall be subject to a late registration fee as prescribed by the University.

In the event that a student receives a grade of Unsatisfactory (U) in the Independent Study oral examination, or if the evaluation of Independent Study progress does not fulfill the required number of credits specified in the curriculum structure, the student shall be required to re-register for the Independent Study until the required credits have been completed in accordance with the curriculum structure.

Article 8 An Independent Study Supervisory Committee shall be appointed, consisting of the following members:

(1) One (1) Principal Independent Study Advisor shall be appointed and shall possess the following qualifications:

(a) The Principal Independent Study Advisor shall be a Program Instructor holding a doctoral degree or an equivalent qualification, or at least a master's degree or an equivalent qualification with the academic rank of Associate Professor or equivalent, and shall have scholarly publications not forming part of his or her own degree requirements, consisting of at least three (3) published academic works within the past five (5) years, published in accordance with the criteria prescribed for appointment to academic rank, of which at least one (1) publication shall be a research article.

(b) The Principal Independent Study Advisor shall have a remaining period of service at the University of not less than six (6) months from the date of proposed appointment until the date of retirement. In the event that the independent study proposal has been approved prior to the retirement of the Principal Independent Study Advisor, such advisor may continue to perform advisory duties until the student completes the program, provided that the advisor meets the qualifications prescribed by the Announcement of the Committee on Higher Education Standards on Graduate-Level Curriculum Standards, B.E. 2565 (2022) and any amendments thereto (if any), and receives approval from the Faculty Standing Committee.

(2) The Co-Advisor (if any) shall be appointed and shall possess the following qualifications:

(a) The Co-Advisor shall be a Program Instructor, Full-time Instructor, Full-time Researcher, or External Expert jointly serving as an independent study advisor. Program Instructors, Full-time Instructors, and Full-time Researchers shall possess academic qualifications and scholarly publications equivalent to those of the Principal Independent Study Advisor.

(b) In the case of an External Expert, such person shall hold a doctoral degree or an equivalent qualification and shall have published not fewer than five (5) scholarly works in recognized academic journals indexed in databases accepted under the Announcement of the Office of the Civil Service Commission (OHEC) on the Criteria and Procedures for Academic Appointment, which are directly relevant or related to the independent study topic. In the event that an External Expert does not possess the qualifications and publications prescribed above, such person shall nevertheless be eligible if recognized as possessing exceptional expertise and extensive professional experience relevant or related to the independent study topic, subject to approval by the Academic Council of Burapha University.

The Faculty may appoint retired faculty members who possess qualifications in accordance with the Graduate-Level Curriculum Standards to serve on a full-time or part-time basis under the University employment system, whereby a formal employment contract specifying monthly remuneration and clearly defined workload shall be executed. Such persons may perform duties as: Program Instructors; Principal Independent Study Advisors; Co-Advisors; and/or Independent Study Examiners, provided that approval is granted by the Faculty Standing Committee

Article 9 The appointment of the Independent Study Supervisory Committee shall be made after the student has complied with Article 7. The student may propose an Independent Study title and submit an application for approval and appointment of the Independent Study Supervisory Committee with the prescribed number and qualifications under Article 8 through the GRD-Forms Electronic Document System, subject to endorsement by: the Independent Study Supervisory Committee, the Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty, and shall be submitted to the Dean of the Graduate School for approval and issuance of an official appointment order.

In the event that the student proposes an internal faculty member from another academic unit of Burapha University to serve as a Co-Advisor, the Graduate School shall request written consent from the faculty to which such person belongs. Appointment shall be made only after approval has been granted by the home faculty.

In the event that the student proposes an External Expert to serve as a Co-Advisor, the Graduate School shall obtain written consent from such person prior to appointment.

In the event that the student has compelling necessity or encounters obstacles preventing continuation of the independent study, the student may request a change of the Independent Study Supervisory Committee by submitting a petition through the GRD- Forms Electronic Document System, subject to endorsement by the Independent Study Supervisory Committee, the Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty, and shall be submitted to the Dean of the Graduate School for approval and issuance of an official amendment order.

Article 10 The Principal Independent Study Advisor shall be responsible for supervising the individual learning process of each student in the preparation of the independent study, and the Co-Advisor(s) (if any) shall jointly perform advisory duties with the Principal Independent Study Advisor as follows:

- (a) Providing guidance in the selection of the independent study topic within the scope of the discipline and ensuring that the topic does not duplicate existing works;
- (b) Providing guidance in the preparation of the independent study proposal;
- (c) Serving as a member of the Independent Study Proposal Examination Committee;
- (d) Providing guidance in the conduct of independent study research, including theoretical content, research methodology, and problem-solving during the research process;
- (e) Providing guidance in academic writing and verifying the accuracy of content, including plagiarism and similarity checking;
- (f) Evaluating and reporting the student's independent study progress each academic semester until completion of the independent study;
- (g) Performing other duties related to the preparation of the independent study.

Article 11 In preparing the independent study proposal, the student shall consult in detail with the Independent Study Supervisory Committee in accordance with the guidelines prescribed by the University through the i-Thesis System. The independent study proposal may be prepared in either Thai or English, except where a particular language is specifically prescribed by the program. In the case where the independent study proposal is prepared in Thai, the proposal shall include both Thai and English titles. The English title shall be written entirely in capital letters, except for special characters or scientific proper nouns. The Thai and English titles shall be consistent with each other and shall be verified for grammatical accuracy.

Article 12 An Independent Study Proposal Examination Committee shall be appointed, consisting of not fewer than three (3) members who possess qualifications and academic publications in accordance with the standards prescribed by the Higher Education Curriculum Standards, as follows:

- (1) The Principal Independent Study Advisor, who shall serve as Chairperson;
- (2) The Co-Advisor (if any), who shall serve as Committee Member; and
- (3) A Program Instructor / Full-time Instructor / Researcher / External Expert of Burapha University, who shall serve as Committee Member.

The student shall submit a request for approval to conduct the independent study proposal examination and for appointment of the Independent Study Proposal Examination Committee under paragraph one through the GRD-Forms Electronic Document System, subject to endorsement by the Independent Study Proposal Examination Committee, the Program Chair,

the Head of Department / Discipline Chair, and the Dean of the Faculty, and shall be submitted to the Dean of the Graduate School for approval and issuance of an official appointment order. The examination date shall be scheduled not less than ten (10) days from the date on which the student submits the application through the GRD-Forms system.

The student shall attach the following documents in the GRD- Forms system: the independent study proposal file generated from the i-Thesis System; and the curriculum vitae and academic publications of the External Expert (if any) who is not listed in the official roster of External Experts of Burapha University. The student shall verify the eligibility of the External Expert by consulting the official roster of External Experts available on the website of the Graduate School, Burapha University.

Article 13 In examining the independent study proposal, the Examination Committee shall evaluate the appropriateness and quality of the proposal by considering the following essential aspects:

- (1) Consistency between the independent study title and all components of the proposal;
- (2) Clarity of the research problem and research objectives;
- (3) Alignment of the Research Conceptual Framework with Relevant Theories and Literature;
- (4) Appropriateness and Methodological Rigor of the Research Design;
- (5) Feasibility of the Independent Study, Including Budget and Timeline; and
- (6) Expected Benefits and Scholarly Contributions of the Independent Study.

Article 14 Independent Study Proposal Examination and Approval
For Students:

(1) The student shall present the independent study proposal to the Independent Study Proposal Examination Committee in accordance with the date, time, and format approved by the Dean of the Graduate School.

(2) The student shall revise or improve the independent study proposal in accordance with the recommendations provided by the Examination Committee during the examination and/or through the GRD-Forms Electronic Document System.

In the event that the student receives the result “Satisfactory (S)”. The student shall revise or improve the independent study proposal in accordance with the recommendations of the Examination Committee and submit the revised proposal file generated from the i-Thesis System within thirty (30) days from the date of the examination.

In the event that the student receives the result “Incomplete (I)”. The student shall revise or improve the independent study proposal in accordance with the recommendations of the Examination Committee and submit the revised proposal file generated from the i-Thesis System within forty-five (45) days from the date of the examination.

In the event that the student receives the result “Unsatisfactory (U)”. The student shall be required to re-register for independent study credits and restart the entire independent study process.

In the case of an online proposal examination conducted through electronic media, the student shall submit supporting evidence via the GRD-Forms system as follows:

(a) Screenshot images captured during the examination indicating the examination date and time; and/or

(b) A video recording link of the examination session.

A student who fails to pass the independent study proposal examination within a period of four (4) regular academic semesters or the equivalent from the semester of initial enrollment, excluding approved leave of absence, shall have his or her student status terminated.

For the Examination Committee:

(1) To examine the independent study proposal in accordance with Article 13 and to determine the classification of research ethics applicable to graduate-level research;

(2) To record the examination result using the grading symbols prescribed under Article 21 in the GRD-Forms Electronic Document System, together with recommendations and/or required revisions to the independent study proposal, within three (3) days from the date of the independent study proposal examination;

(3) The Chairperson of the Independent Study Proposal Examination Committee shall summarize and submit the examination result in the GRD-Forms Electronic Document System within fifteen (15) days from the date of the independent study proposal examination;

(4) The Principal Independent Study Advisor shall review the revised independent study proposal incorporating the recommendations of the Examination Committee, generated from the i-Thesis System, prior to signing and forwarding the proposal to the Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty for endorsement, and subsequently submitting it to the Dean of the Graduate School for approval;

(5) The Principal Independent Study Advisor shall report the examination score and result in accordance with the summarized result recorded in the GRD-Forms Electronic

Document System to the Office of Registration and Educational Processing, through endorsement by the Program Administrative Committee, the Faculty Standing Committee, and the Faculty/College Dean.

Article 15 Applications for research ethics review shall be processed in accordance with the announcements and regulations prescribed by the Graduate School.

Article 16 A student shall conduct independent study in accordance with the approved independent study proposal only after: obtaining the examination result “Satisfactory (S)” for the independent study proposal examination; receiving formal approval from the Dean of the Graduate School in accordance with Article 14; and obtaining certification of research ethics approval from the Research Ethics Committee of Burapha University, or after the Independent Study Proposal Examination Committee has classified the research ethics category and determined that the research does not fall within the scope requiring submission for research ethics review to the Office of Research and Innovation Administration, Burapha University.

In the event that the student proposes partial amendments to the independent study proposal which do not materially affect the substance of the approved proposal, such amendments shall be subject to the approval of the Principal Independent Study Advisor.

In the event that the student proposes amendments which materially affect the substance of the approved independent study proposal, the student shall be required to restart the entire independent study process in accordance with the prescribed procedures.

Article 17 The evaluation of independent study progress shall be conducted as follows:

(1) The student shall submit an independent study progress report to the Principal Independent Study Advisor at the end of each academic semester.

(2) The Principal Independent Study Advisor shall evaluate the student’s independent study progress in each academic semester in which the student is registered and shall submit the evaluation result for endorsement by: the Program Administrative Committee, the Faculty Standing Committee, and the Dean of the Faculty, and shall notify the Graduate School for official record.

(3) The evaluation of independent study research progress shall be recorded using the following symbols: “Satisfactory (S)” shall mean that the student’s independent study progress is satisfactory. The Principal Independent Study Advisor and/or the Co-Advisor(s) (if any) shall evaluate the student’s independent study progress and specify the number of independent study credits awarded S for each student in each academic semester, provided that the number of credits awarded shall not exceed

the number of credits registered for that semester. In the event that the evaluation indicates no satisfactory progress, the number of credits awarded for that academic semester shall be recorded as “Unsatisfactory (U)”.

Article 18 An Oral Independent Study Examination Committee shall be appointed. The committee members shall possess academic qualifications, professional qualifications, and scholarly publications in accordance with the Announcement of the Committee on Higher Education Standards on the Criteria for Graduate-Level Curriculum Standards, and shall consist of not fewer than three (3) members, as follows:

- (1) One (1) External Expert from outside the University or Program Instructor or Full-time Instructor or Full-time Researcher, who shall serve as Chairperson;
- (2) The Principal Independent Study Advisor, who shall serve as Committee Member;
- and;
- (3) A Co-Advisor (if any), who shall serve as Committee Member; or
- (4) An External Expert from outside the University or Program Instructor or Full-time Instructor or Full-time Researcher, who shall serve as Committee Member.

Article 19 The application for approval to conduct the oral independent study examination and for appointment of the Oral Independent Study Examination Committee under Article 18 shall be processed as follows:

(1) After the student has complied with Article 16 and has conducted independent study research for a period of not less than forty-five (45) days from the date on which the Dean of the Graduate School approved the independent study proposal examination result.

(2) student shall have successfully completed all coursework prescribed by the curriculum and obtained a cumulative grade point average (CGPA) of not less than 3.00 on a 4.00 scale or the equivalent.

(3) The student shall submit an application for approval to conduct the oral independent study examination and for appointment of the Oral Independent Study Examination Committee through the GRD-Forms Electronic Document System, together with the following supporting documents: the draft independent study file generated from the i-Thesis System; the research ethics approval certificate or the official report indicating classification of research ethics review exemption, and the curriculum vitae and academic publications of the proposed External Expert, if such individual does not appear on the official roster of External Experts available on the Graduate School website of Burapha University. Such application shall be subject to endorsement by: The Oral Independent Study Examination Committee, the

Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty, and shall be submitted to the Dean of the Graduate School for approval and issuance of an official order appointing the Oral Independent Study Examination Committee. The examination date shall be scheduled with a minimum interval of not less than ten (10) days from the date on which the student submits the application through the GRD-Forms system.

(4) In the event that the student requests confidentiality of the independent study, the student shall submit a formal request for data confidentiality concurrently with the application for appointment of the Oral Independent Study Examination Committee under paragraph (3), by attaching the request form in the GRD-Forms Electronic Document System for submission to the Dean of the Graduate School for approval. Upon submission of the oral examination result, the student shall attach the official certificate of data confidentiality as supporting documentation.

Article 20 The Independent Study Oral Examination shall assess the student's ability to conduct scholarly inquiry; demonstrate comprehensive knowledge of the research topic and related areas; produce academic writing of appropriate quality; deliver an effective oral presentation; and respond to questions with clarity, sound judgment, and critical insight.

For Students

(1) The student shall present the independent study orally before the Independent Study Oral Examination Committee.

(2) The student shall revise or improve the independent study in accordance with the recommendations provided by the Independent Study Oral Examination Committee during the examination and/or as recorded in the GRD-Forms Electronic Document System.

In the event that the student receives the result "Satisfactory (S)", the student shall revise or improve the independent study in accordance with the recommendations provided by the Independent Study Oral Examination Committee during the examination and/or through the GRD-Forms system, and shall submit the revised independent study file generated from the i-Thesis System within thirty (30) days from the date of the oral examination.

In the event that the student receives the result "Incomplete (I)", the student shall revise or improve the independent study in accordance with the recommendations provided by the Independent Study Oral Examination Committee during the examination and/or through the GRD-Forms system, and shall submit the revised independent study file generated from the i-Thesis System within ninety (90) days from the date of the oral examination.

In the event that the student receives the result "Unsatisfactory (U)", the student shall be entitled to apply for a second oral examination. The Principal Independent Study Advisor shall

review and endorse the request and submit it to the Program Administrative Committee for cancellation of the previous examination result, and shall forward the request to the Dean of the Graduate School for approval and appointment of a new Independent Study Oral Examination Committee with the composition prescribed under Article 18. The second oral examination shall be scheduled within sixty (60) days from the date of the first examination, and shall be conducted within ninety (90) days from the date of the first examination.

In the case of an online oral examination conducted through electronic media, the student shall collect and submit supporting evidence through the GRD-Forms Electronic Document System as follows:

(a) Screenshot images captured during the examination indicating the examination date and time; and/or

(b) A video recording link of the examination session.

For the Examination Committee

(1) The Examination Committee shall conduct the independent study oral examination in accordance with the prescribed procedures.

(2) The Examination Committee shall record the examination result using the grading symbols prescribed under Article 21 in the GRD-Forms Electronic Document System, together with recommendations and/or required revisions to the independent study, within three (3) days from the date of the oral examination.

(3) The Chairperson of the Independent Study Oral Examination Committee shall summarize and submit the examination result in the GRD-Forms Electronic Document System within fifteen (15) days from the date of the oral examination.

(4) The Principal Independent Study Advisor shall review the revised independent study incorporating the recommendations of the Examination Committee, generated from the i-Thesis System, prior to signing and forwarding the independent study to the Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty for endorsement, and subsequently submitting it to the Dean of the Graduate School for approval.

(5) The Principal Independent Study Advisor shall report the independent study examination score and result in accordance with the summarized result recorded in the GRD-Forms Electronic Document System to the Office of Registration and Educational Processing, through endorsement by the Program Administrative Committee, the Faculty Standing Committee, and the Dean of the Faculty.

The Independent Study Oral Examination shall be conducted as an open examination, open to interested persons for attendance, provided that public notice shall be announced not less than three (3) days prior to the examination date.

In the event that any member of the Examination Committee is unable to attend the oral examination in person at Burapha University, the examination may be conducted online through electronic media, or the examination may be postponed until a date and time at which all committee members are able to attend simultaneously. In such case, the necessity and justification shall be stated in writing and shall be subject to approval by the Dean of the Graduate School prior to any change of the examination date and time.

Article 21 The results of the independent study examination shall be recorded using the following symbols:

Symbol	Meaning
S	Satisfactory
I	Incomplete
U	Unsatisfactory

Definitions

(a) “Satisfactory (S)” shall mean that the student is able to present the independent study and respond to questions posed by the Independent Study Oral Examination Committee in a complete, correct, and clear manner, without requiring revision of the substantive content, or with only minor recommendations that do not materially affect the substance of the independent study, and that the student is eligible to generate and print the final independent study from the i-Thesis System.

(b) “Incomplete (I)” shall mean that the student is unable to present the independent study or respond to questions posed by the Independent Study Oral Examination Committee in a complete manner. The Examination Committee deems that substantial revision, supplementation of essential content, or revision of the organization and presentation of the independent study is required. In such case, the Independent Study Oral Examination Committee shall clearly specify the required revisions. Upon completion of the revisions in accordance with the recommendations, the student shall resubmit the revised independent study to the Examination Committee for further review. The Examination Committee may thereafter determine the result as either: “Satisfactory (S)”, or “Unsatisfactory (U)”, and the Principal Independent Study Advisor shall summarize and submit the oral examination result through the GRD-Forms

Electronic Document System, subject to endorsement by the Program Chair, the Head of Department / Discipline Chair, and the Dean of the Faculty, and shall submit the result to the Dean of the Graduate School for approval.

In the event that the student is unable to complete the independent study revisions within the prescribed period, the student shall submit a request for extension of the revision period, together with justification, subject to endorsement by the Principal Independent Study Advisor and the Dean of the Faculty / College, and shall be submitted to the Dean of the Graduate School for approval.

In the event that the student fails to request approval for extension of the revision period, the examination result shall be deemed “Unsatisfactory (U)”.

(c) “Unsatisfactory (U)” shall mean that the student is unable to present a independent study that fulfills the approved objectives and scope of study, and is unable to respond to questions posed by the Independent Study Oral Examination Committee, thereby demonstrating insufficient understanding of the substantive content of the independent study and the research process, or fails to revise the independent study in accordance with the recommendations of the Examination Committee within the prescribed timeframe.

Article 22 A student who has completed all coursework required for graduation but is unable to apply for graduation shall submit a petition to maintain student status in accordance with the Announcement of the Graduate School, Burapha University, on Qualifications, Criteria, Procedures, and Conditions for Leave of Absence and Maintenance of Student Status for Graduate Students, B.E. 2567 (2024), and any amendments thereto (if any).

Article 23 In the event that plagiarism, duplication of the work of others, ghostwriting, or any violation of research ethics prescribed by the University is discovered, the University may consider revocation of the independent study and take disciplinary action in accordance with the applicable regulations.

Article 24 Comprehensive Examination

(1) A student shall be eligible to take the Comprehensive Examination only after completing all coursework and successfully passing every course required by the curriculum, subject to the approval of the Chair of the Program Administrative Committee.

(2) Application Procedures for the Comprehensive Examination

(a) The student shall apply through the Comprehensive Examination application system in accordance with the schedule, format, and procedures prescribed by the Graduate School.

(b) The Graduate School shall announce the list of eligible candidates, the examination method, date, time, venue, and other relevant details on the Graduate School website at least 30 days prior to the examination date.

(3) For each administration of the Comprehensive Examination, the Graduate School shall issue an official order appointing the Comprehensive Examination Committee, which shall be responsible for preparing and grading the examination, as well as proctoring written examinations or conducting oral examinations. The Faculty shall nominate no fewer than three (3) members, consisting of:

(a) The Program Chair or one designated Program Director shall serve as Chair of the Committee;

(b) Program Directors or full-time faculty members of the program, totaling two (2) persons, shall serve as Committee Members, with one member designated as Secretary.

(c) A graduate faculty member (if any) or an external expert (if applicable), totaling one (1) person, shall serve as a Committee Member.

(4) The Comprehensive Examination Committee shall determine the examination result as either "Pass" or "Fail." The result shall be reported to the Dean of the Faculty/College and submitted to the Graduate School within fifteen (15) days from the date the examination is concluded.

(5) The Graduate School shall issue an official announcement of the Comprehensive Examination results and publish such results on the Graduate School website. The Office of the Registrar shall also be notified accordingly.

(6) A student who fails the Comprehensive Examination on the first attempt shall apply to retake the examination at the next scheduled administration. However, if the Program Chair determines that there are justifiable grounds for special consideration, a request for exemption may be submitted to the Dean of the Graduate School, with prior approval from the Dean of the Faculty/College. If the student fails the second attempt, the student shall be required to take the examination for a third time at the next scheduled administration, unless the Program Chair determines that there are justifiable grounds for special consideration, subject to approval by the Dean of the Faculty/College and final approval by the Dean of the Graduate School. A third attempt must receive approval from the Graduate School Committee. If the student fails the examination on the third attempt, the student shall be dismissed from student status.

(7) A student shall have the right to appeal the result of the Comprehensive Examination by submitting a written appeal, with the endorsement of the Dean of the Faculty/College, to the

Graduate School within fifteen (15) working days from the date of the official announcement of the examination results. The appeal shall be reviewed and adjudicated by the Graduate School Standing Committee, whose decision shall be final.

Article 24 The Dean of the Graduate School shall be responsible for the administration and enforcement of this Announcement.

In the event of any issues arising from the implementation of this Announcement, or any matters not expressly prescribed herein, the Dean of the Graduate School shall have the authority to render a ruling and shall report the matter to the Graduate School Standing Committee for acknowledgment.

Transitional Provisions

Students enrolled in graduate programs approved by the Burapha University Council prior to September 27, B.E. 2565 (2022) shall be permitted to apply this Announcement mutatis mutandis.

Issued on 21 January B.E. 2569 (2026)

(Signed) Witawat Jangiam
(Associate Professor Witawat Jangiam)
Dean of the Graduate School,
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Translated by Asst. Prof. Dr. Supphasin Thaweesak
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Translation Disclaimer

This document is an English translation of the official Burapha University Announcement. In the event of any discrepancy between the English translation and the original Thai text, the Thai version shall prevail.