King Abdullah I School of Graduate Studies & Scientific Research
كلية الملك عبدالله الأول للدراسات العليا والبحث العلمي

Thesis/Dissertation Defense Procedures

Princess Sumaya University for Technology
جامعة الأميرة سميّة للتكنولوجيا

1 — Thesis Track Student Supervisor Assignment & Thesis Topic Selection
Student submits the request through the Graduate System before registration period

2 — Request for Thesis/Dissertation Registration
Student submits the request through the Graduate System, then registers for the course.

3 — The department's Graduate Studies Committee shall form a committee to review the thesis proposal

4 — Thesis or Dissertation Proposal
The student submits the request along with the thesis proposal form.

5 — Request for Turnitin Check for Thesis/Dissertation Readiness
The student submits the request through the Graduate System

6 — Defense Committee Assignment
The supervisor submits the action after the student has completed the plan courses with a cumulative GPA of no less than 75%

7 — Scheduling the Defense Date
The supervisor submits the action, provided that the date is set at least two weeks after the approval of the defense committee. (The period between the approval of the thesis proposal & thesis defense must not be less than four months)

8 — Approval of the Defense Committee's Decision
The supervisor submits the action along with the Thesis Defense Committee Approval Form

- Passed with no revisions
- Minor revisions / Thesis revision

9 — Approval of Thesis Modifications
The supervisor submits the request along with the modified thesis/dissertation

10 — Submission of Thesis/Dissertation to the Library with Authorization
Student submits the request through the Graduate System

11 — Recommendation for Degree Granting
The student submits the action on the Graduate Studies System, attaching proof of fulfilling the publication requirement

Action 11 may be submitted without waiting for the approval of Action 10

12 — The student submits the clearance form on the academic system
and then receives the master's degree certificate