

UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

GRADUATE SCHOOL

College, Laguna

APPLICATION FOR GRADUATE WORK IN ABSENTIA*

Name: _____

Student No.: _____ Degree Sought: _____

Major: _____ Minor/Cognate(s): _____

1. Thesis/Dissertation Title:

2. Justification of off-campus graduate work:

3. a. Cooperating research or educational institution:

b. Source of funding for off-campus graduate work:

4. Arrangement(s) for supervision of off-campus graduate work:

a. Periodic visit of major adviser.

*The following should be attached to the application:

1. Approval sheet of thesis/dissertation outline.

2. Memorandum of understanding between UPLB and cooperating institution.

3. For item (4b), letter of adviser to the department chair/institute director requesting a qualified staff from the cooperating institution to supervise the student.

If yes, specify how often: _____

- b. Appointment of a qualified staff from the cooperating institute as a supervisor.

If yes, specify the name, highest degree obtained and institution where obtained.

His/Her field of expertise/specialization: _____

- _____
 c. Others (please specify): _____

As specified in the rules, I shall be registered at UPLB during the semester and/or summer that I am conducting my graduating work in absentia. Furthermore, I shall submit to my Adviser and Department Chair at least two progress each semester and one progress report each summer of graduate work in absentia. Lastly, I shall abide by all other rules and regulations of the UPLB Graduate School.

(Signature of Student)

RECOMMENDING APPROVAL:

Guidance/Advisory Committee

Chair

Date

Member

Date

Member

Date

Member

Date

Member

Date

ENDORSED:

College Secretary

Dean

Note: Graduate Work in Absentia with University Support should be approved by the Chancellor.