

मिति: २०७७/ /

श्रीमान सहायक डीनज्यू (शिक्षण)
कृषि र पशु विज्ञान अध्ययन संस्थान
डीनको कार्यालय
त्रि.वि.कीर्तिपुर ।

विषय : Thesis Defense सम्बन्धमा ।

उपर्युक्त विषयमा त्यस अध्ययन संस्थानको मिति २०७७।०२।२० गतेको प्रकाशित सूचना अनुसार स्नातकोत्तर तहको थिसिसको Defense गर्नका लागि सम्पूर्ण कार्यालय सम्बन्धी कार्य पुरा गरी Draft समेत बुझाई सकेको हुँदा Online माफत मेरो थिसिसको Defense गराई दिनु हुन अनुरोध गर्दछु । मेरो Major Advisor र Minor Advisors निम्नानुसार रहेका छन ।

S.N.	Advisor	Name of Advisor	Email	
1	Major			
2	Minor			
3	Minor			

प्रस्तावित मिति.....देखि.....सम्म

निवेदक

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रोल नं R.....



Tribhuvan University
Institute of Agriculture & Animal Science (IAAS)
Dean's Office
Kirtipur, Kathmandu, Nepal

General guidelines for thesis/dissertation defense

It is to notify to all post graduate students defending their final thesis/dissertations and the supervisors of post graduate student follow the general guidelines. This guideline is developed for the online defence as well as ordinary defence system.

- 1. Request for the defense date:** Concerned students should apply with an application, and supervisors contact details (email and phone no) mentioning the possible dates (a range of 15 days) feasible for all supervisors. Student are requested to download the form given in iaas website (www.iaas.edu.np) and send to the email info@iaas.edu.np. Please write **thesis defence date request** in the subject line of the email.
- 2. Confirmation of date:** assistant dean academics releases the confirmed date assessing the requiring documents in consultation with assistant dean exam and dean of the institute.
- 3. Information:** Students are responsible to inform their supervisors for the confirmed date.
- 3. Presence:** Officials (as tabulated below) and advisors are requested to attend in the given time while the concerned student is required to attend 30 minutes prior to it for preparation.

Degree	Officials*	Supervisors	Guest & Facilitator
Master level	Dean, Asst dean (academics), Asst dean (exam); PG coordinator as invitee.	Chairman and members in advisory committee	Acad. Admin.
PhD level	Dean, Asst dean (academics), Asst dean (exam), Asst dean (admin), PG coordinator and Director of research and publication	Chairman and members in advisory committee	Academic administration

*an exemption may be likely in special circumstances.

- 4. Presentation session:** The session is chaired by the dean and the asst. dean (academics) serve as a member secretary for the session. The session starts by asst dean academics and request to the chairman of advisory committee to introduce the candidate based on his/her biography. The candidate should complete the presentation within 20 minutes for master level thesis and 40 minutes for PhD dissertation. Following presentation, 15 minutes and 25 minutes discussion time is allocated for master level and PhD level student, respectively.
- 5. Evaluation:** all supervisors are requested to evaluate the candidate in different criterion given in the template (available in website: www.iaas.edu.np) and submit to the asst dean (exam).
- 6. Session conclude:** After discussion (in a close session with officials and supervisors), judging the evaluation sheet and in consultation with dean, asst. dean academics announces the final comments [(i) accept, (ii) accept with minor revision, (iii) accept with major revision and (iv) reject] of the thesis/dissertation. The session ends with the remarks of the dean.