



Attention, after the Examination:
Scores and Examination's official report
should be directly given to administration
department.

(do not give to student)

Administration Dept. of Civil Engineering

THESIS EXAMINATION'S FORM
MASTER PROGRAM IN CIVIL ENGINEERING

Name :
ID. Number :
Field (Specialty) :
Thesis's Title :

Held on:

Day / Date : /
Time / Place : /
Examiner Committee
Supervisor :
Co-Supervisor :
1st Examiner :
2nd Examiner :

Requirements to be Submitted

- UN10/07/11/21/HK.01.02.e/4a-Int.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.2 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.3 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.4 = 2 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.5 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.6 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.7 = 4 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.8 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.9 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.10.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.10.2 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.10.3 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.10.4 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.1.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.2 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.2.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.3 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.3.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.4 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.11.4.1 = 1 sheet
- UN10/07/11/21/HK.01.02.e/4a-Int.12 = 1 sheet

NOTES:

FILE REGISTRATION SHOULD BE SUBMITTED TO THE ADMINISTRATION AT LEAST ONE WEEK BEFORE THE EXAMINATION.



THESIS EXAMINATION'S REGISTRATION REQUIREMENT'S CARD

Student's Name :
ID. Number :
Field :

Thesis Examination's Requirements:

Num	Requirements	Information
1.	Thesis manuscript that has been approved by the supervisors.
2.	Copy of Thesis manuscript
3.	TPA BAPPENAS certificate which score meets the requirements of Master Program
4.	TOEFL certificate which score meets the requirements of Master Program
5.	Valid Student's ID Card
6.	Latest Card of Study Result (KHS or LKB)
7.	Scientific Article publication's Official Report
8.	Copy of financial (Last semester's tuition report), and academic administration based on applicable provision.
9.	Others:

We are thank you for your attention.

Malang,
Administration,
Department of Civil Engineering

(.....)



Regarding: Thesis Examination's Application

To : Head of Department of Civil Engineering
Faculty of Engineering
Cq. Head of Master Program Civil Engineering

Hereby we bring our student

N a m e :

ID. Number :

Field (Specialty) :

To conduct Thesis Examination entitled :

.....
.....
.....

That will be held on :

D a y :

D a t e :

T i m e :

P l a c e :

We are thank you for your attention.

Malang,

Supervising Committee

Supervisor,

.....



Regarding : Thesis Examiners Approval

To : Head of Civil Engineering Department
Faculty of Engineering
Universitas Brawijaya

In accordance with **Thesis** examination of:

Name :

ID. Number :

Field (Specialty) :

Thesis's Title:

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.....
.....

We are proposing the following Thesis Examiners to be proceed further:

No	Name	Specialty	Institution
1.			
2.			
3.			
4.			

We are thank you for your attention and participation

Malang,
Head of Master Program in Civil Engineering

Dr. Eng. Yatnanta Padma Devia, ST., MT.
NIP. 19740813 199903 2 002



Number : / UN10.F07.11.21/PP/20
Attachment : -
Regarding : Thesis Examiner Application

To :
(Examiner I)

In accordance with **Thesis** examination of:

N a m e :
ID. Number :
Field (Specialty) :
Supervisors
Supervisor :
Co-Supervisor :

Thesis's Title:

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.....

We are expecting your willingness to be Thesis examiner with the schedule to be mutually agreed.

Thank you for your attention and participation.

Malang,

The Head of Master Program in Civil Engineering

Dr. Eng. Yatnanta Padma Devia, ST., MT.
NIP. 19740813 199903 2 002



Number : /UN10.F07.11.21/PP/20
Attachment : -
Regarding : Thesis Examiner Application

To :
(Examiner II)

In accordance with **Thesis** examination of:

N a m e :
ID. Number :
Field (Specialty) :
Supervisors
Supervisor :
Co-Supervisor :

Thesis's Title:

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.....

We are expecting your willingness to be Thesis examiner with the schedule to be mutually agreed.

Thank you for your attention and participation.

Malang,

The Head of Master Program in Civil Engineering

Dr. Eng. Yatnanta Padma Devia, ST., MT.
NIP. 19740813 199903 2 002



Regarding: Willingness to be Thesis Examiner

To : Head of Master Program in Civil Engineering
Faculty of Engineering
At Place

Answering your letter number: / UN10.F07.11.21/PP/20 about the willingness to
be **Thesis** examiner, we declare that we AGREE/DISAGREE (*) to be the examiner of student:

Name :

ID. Number :

Field (Specialty) :

Thesis's Title :

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Thank you for your attention and participation.

Malang,

Examiner,

.....

(*) Strikethrough the unnecessary one



THESIS EXAMINATION APPROVAL

We the undersigned, as the Supervising Committee and Examiners approve Thesis Examination of

Student :

N a m e :

ID. Number :

Field (Specialty) :

Thesis Title:

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.....
.....

That will be held on:

D a y :

D a t e :

T i m e :

P l a c e :

Num.	Supervisor and Examiner	Signature	Date of Approval
Supervisor			
Co-Supervisor			
Examiner			
Examiner			

Thank you for your attention and participation.

Malang,.....

Approved by,

The Head of Master Program in Civil Engineering

Dr. Eng. Yatnanta Padma Devia, ST., MT.
NIP. 19740813 199903 2 002

:



Number : /UN10.F07.11.21/TU/20
Attachment : 1 (one) bundle
Regarding : Thesis Examination Invitation

To :
(Supervisor/Examiner)

Hereby we are inviting You to Thesis Examination of:

N a m e :

ID. Number :

Field (Specialty) :

Thesis Title :

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.....
.....

(Thesis examination's manuscript is attached)

That will be held on :

D a y :

D a t e :

T i m e :

P l a c e :

Thank you for your attention and participation.

Malang,
Head of Master Program in Civil Engineering

Dr. Eng. Yatnanta Padma Devia, ST., MT.
NIP. 19740813 199903 2 002

Notes :

1. Students are expected to wear white shirt, dark-coloured trousers/skirt, and tie
2. Supervisors and examiners are expected to wear tie



THESIS EXAMINATION'S PROCEDURES

1. Students are allowed to have thesis research proposal examination after fulfilled the requirements in Master and Doctoral Program Faculty of Civil Engineering's educational guide book. The supervisors are expected to propose to the Dean of Faculty of Civil Engineering, Universitas Brawijaya (cq. Head of Magister and Doctoral Program) to decide the examination's schedule.
2. Examination's Committee consist of Supervisors and Examiners Committee that are approved by the Dean of Faculty of Engineering's decree.
3. The examination's schedule that has been decided is proposed to the examiners to be approved.
4. Thesis proposal examination is limited about 90 minutes and lead by the supervisor; if the supervisor is absent, he/she will be replaced by the co-supervisor. The examination can be started only if it is attended by three examiners.
5. The assessment will be conducted on the thesis manuscript, presentation, and defense capabilities. Assessment presented with the adjusted score based on Rector's Decree Num. 078/SK/95.
6. After examination, student is allowed to leave the room while the examination committee decide the result.
7. Basically, the result of thesis examination will be gained by discussion among examiners; to make the final decision, all examiners are expected to fill the scoring form and count the average score. Student is declared **pass** or **pass by condition** if the average minimum score is **C** and **fail** if the average score is **less than C**.
8. After the discussion, the result will be announced to the student by allowing student to enter the room.
9. Supervisor makes thesis scoring recapitulation based on the scores of proposal examination, research, result seminar, and thesis examination..
10. All files should be returned to administration department by Supervisor and not given to student.

Malang,
Head of Department

ttd



THESIS EXAMINATION'S OFFICIAL REPORT

Below is Student of Master Program Civil Engineering :

N a m e :
ID. Number :
Field (Specialty) :

Has conducted thesis examination on :

Day :
Date :
T i m e :
Score :

N a m e		Score (Number)	Score (Letter*)
Supervisor	1.
Co-Supervisor	2.
Examiner	3.
Examiner	4.
Average	

Note : Pass/Pass by Condition **)/Fail ***)

Malang,
Supervising Committee
Supervisor,

(.....)

*) Score by number only for average and based on Rector's Decree Num. 078/SK/1995

Score by Number	Score by Letter	Letter
>80 - 100	A	4.0
> 75 - 80	B+	3.5
> 69 - 75	B	3.0
> 60 - 69	C+	2.5
> 55 - 60	C	2.0
> 50 - 55	D+	1.5
> 44 - 50	D	1.0
0 - 44	E	0

**) Student's assigned to fix his/her thesis

***) Student has to repeat thesis examination, at least 1 month after the first examination



THESIS SCORING RECAPITULATION

Undersign is the Supervising Committee of:

Name :
ID. Number :
Field (Specialty) :

Scoring the student's thesis based on thesis's activities:

No.	Activity	Weight (B) %	Score by number (N)	B x N
1.	Proposal	10
2.	Research	20
3.	Research Result Seminar	30
4.	Thesis Examination	40
	Total ($\sum B \times N$)	100	
	Average ($\sum BN/100$)		

The final score of the student is:*)

We are thank you for your attention.

Malang,
Supervising Committee
Supervisor,

(.....)

The equality of Score by Number, Letter of Quality and Number of Quality

Score Number	by	Letter of Quality	Number of Quality
> 80 - 100		A	4.0
> 75 - 80		B+	3.5
> 69 - 75		B	3.0
> 60 - 69		C+	2.5
> 55 - 60		C	2.0
> 50 - 55		D+	1.5
> 44 - 50		D	1.0
0 - 44		E	0.0



THESIS EXAMINATION'S SCORE

Based on Thesis Examination that has been done by:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

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.....

.....

The scores obtained are as follow:

No	Scoring Component	Score by Number
1.	Thesis Manuscript
2	Student's mastery of the study field which is relevant with his/her thesis research
3	Student's mastery of research method which is relevant with his/her thesis research
4	Student's skill in doing abstraction and systematic scientific thought
5	Student's skill in expressing scientific argument of each question.
	Average Score

Thank you.

Malang,

Supervisor,

(.....)

The equality of Score by Number, Letter of Quality and Number of Quality

Score Number	by	Letter of Quality	Number of Quality
> 80 - 100		A	4.0
> 75 - 80		B+	3.5
> 69 - 75		B	3.0
> 60 - 69		C+	2.5
> 55 - 60		C	2.0
> 50 - 55		D+	1.5
> 44 - 50		D	1.0
0 - 44		E	0.0



THESIS EXAMINATION'S SCORE

Based on Thesis Examination that has been done by:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....

.....

.....

The scores obtained are as follow:

No	Scoring Component	Score by Number
1.	Thesis Manuscript
2	Student's mastery of the study field which is relevant with his/her thesis research
3	Student's mastery of research method which is relevant with his/her thesis research
4	Student's skill in doing abstraction and systematic scientific thought
5	Student's skill in expressing scientific argument of each question.
	Average Score

Thank you.

Malang,

Co-Supervisor,

(.....)

The equality of Score by Number, Letter of Quality and Number of Quality

Score by Number	Letter of Quality	Number of Quality
> 80 - 100	A	4.0
> 75 - 80	B+	3.5
> 69 - 75	B	3.0
> 60 - 69	C+	2.5
> 55 - 60	C	2.0
> 50 - 55	D+	1.5
> 44 - 50	D	1.0
0 - 44	E	0.0



THESIS EXAMINATION'S SCORE

Based on Thesis Examination that has been done by:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

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.....
.....

The scores obtained are as follow:

No	Scoring Component	Score by Number
1.	Thesis Manuscript
2	Student's mastery of the study field which is relevant with his/her thesis research
3	Student's mastery of research method which is relevant with his/her thesis research
4	Student's skill in doing abstraction and systematic scientific thought
5	Student's skill in expressing scientific argument of each question.
	Average Score

Thank you.

Malang,

Examiner 1,

(.....)

The equality of Score by Number, Letter of Quality and Number of Quality

Score by Number	Letter of Quality	Number of Quality
> 80 - 100	A	4.0
> 75 - 80	B+	3.5
> 69 - 75	B	3.0
> 60 - 69	C+	2.5
> 55 - 60	C	2.0
> 50 - 55	D+	1.5
> 44 - 50	D	1.0
0 - 44	E	0.0



THESIS EXAMINATION'S SCORE

Based on Thesis Examination that has been done by:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....
.....
.....

The scores obtained are as follow:

No	Scoring Component	Score by Number
1.	Thesis Manuscript
2	Student's mastery of the study field which is relevant with his/her thesis research
3	Student's mastery of research method which is relevant with his/her thesis research
4	Student's skill in doing abstraction and systematic scientific thought
5	Student's skill in expressing scientific argument of each question.
	Average Score

Thank you.

Malang,

Examiner 2,

(.....)

The equality of Score by Number, Letter of Quality and Number of Quality

Score by Number	Letter of Quality	Number of Quality
> 80 - 100	A	4.0
> 75 - 80	B+	3.5
> 69 - 75	B	3.0
> 60 - 69	C+	2.5
> 55 - 60	C	2.0
> 50 - 55	D+	1.5
> 44 - 50	D	1.0
0 - 44	E	0.0



THESIS EXAMINATION'S SUGGESTIONS

Based on Thesis Examination of:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....

.....

.....

We suggest you:

1.
2
3
4
5

Thank you for your attention.

Malang,
Supervisor

(.....)

Note: One copy for student



THESIS EXAMINATION'S QUESTION

The Thesis Examination of:

N a m e :

ID. Number :

Field (Field) :

Title :

.....

.....

.....

We give you some questions as follow:

1.	
2.	
3.	
4.	
5.	

Thank you for your attention

Malang,
Supervisor,

(.....)

Note: One Copy for Student



THESIS EXAMINATION'S SUGGESTIONS

Based on Thesis Examination of:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....
.....
.....

We suggest you:

1.
2
3
4
5

Thank you for your attention.

Malang,
Co-Supervisor

(.....)

Note: One copy for student



THESIS EXAMINATION'S QUESTION

The Thesis Examination of:

N a m e :

ID. Number :

Field (Field) :

Title :

.....

.....

.....

We give you some questions as follow:

1.	
2.	
3.	
4.	
5.	

Thank you for your attention

Malang,
Co-Supervisor,

(.....)

Note: One Copy for Student



THESIS EXAMINATION'S SUGGESTIONS

Based on Thesis Examination of:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....
.....
.....

We suggest you:

1.
2
3
4
5

Thank you for your attention.

Malang,
Examiner 1,

(.....)

Note: One copy for student



THESIS EXAMINATION'S QUESTION

The Thesis Examination of:

N a m e :

ID. Number :

Field (Field) :

Title :

.....

.....

.....

We give you some questions as follow:

1.	
2.	
3.	
4.	
5.	

Thank you for your attention

Malang,
Examiner 1,

(.....)

Note: One Copy for Student



THESIS EXAMINATION'S SUGGESTIONS

Based on Thesis Examination of:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

.....
.....
.....

We suggest you:

1.
2
3
4
5

Thank you for your attention.

Malang,
Examiner 2,

(.....)

Note: One copy for student



THESIS EXAMINATION'S QUESTION

The Thesis Examination of:

N a m e :

ID. Number :

Field (Field) :

Title :

.....

.....

.....

We give you some questions as follow:

1.	
2.	
3.	
4.	
5.	

Thank you for your attention

Malang,
Examiner 2,

(.....)

Note: One Copy for Student



THESIS MANUSCRIPT SUBMISSION OFFICIAL REPORT

The undersigned below:

Student's Name :

ID. Number :

Field (Specialty) :

Thesis Title :

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Has submitted one copy of Thesis manuscript to all Supervising Committee:

No	Name	Supervising Committee	Signature	Date of Submission
1.		Supervisor		
2.		Co-Supervisor		
3.		Examiner		
4.		Examiner		

We are thank you for your attention and participation.

Malang,
Student

(.....)