

## **Yangon Technological University**

### **First Interim Council**

#### **Academic Policy on Graduation Thesis (Interim Period)**

#### **For Final Year Students @2019-2020-2021 Academic Year**

This policy outlines the requirements for the graduation thesis of undergraduate degree programs at YTU during the interim period.

#### **Credit Points:**

The Graduation thesis carries a weight of 12 credit points.

#### **Minimum Quality Requirement**

#### **Title Selection:**

The project/research title must demonstrate originality.

It is encouraged to continue with an ongoing title approved by the Senate in the 2019-2020 Academic Year.

Any changes to the title must be within the scope of the supervisor and other Board of Examiners (BOE) members.

The changes must be registered and approved by the University Senate through the University Council.

#### **Experiments:**

If the project involves experimental work, experiments must be conducted scientifically, with proper analysis and reporting of errors.

#### **Thesis:**

The thesis must be submitted only after it has been approved by all BOE members.

It should adhere to a scientific format, including introduction, methods, results, discussions, conclusions, and references.

The thesis should consist of a minimum of 28 pages and a maximum of 100 pages.

#### **Plagiarism and Academic Integrity:**

Maintaining academic integrity is of utmost importance throughout the thesis writing process. Students are expected to uphold high standards of scholarly conduct and avoid any form of plagiarism or academic misconduct.

#### **Language and Formatting Requirements:**

The thesis must be written in English to ensure uniformity and accessibility. Additionally, the thesis must follow the prescribed university format.

### **Submission of the Thesis:**

Upon successful completion and approval of the draft thesis by the board of examiners, the thesis must be submitted electronically.

Simultaneously, the supervisor/co-supervisor must submit the **BOE Completion Report**.

Once the thesis and BOE Completion Report are received in the electronic system, the university council will issue a **digital certificate of completion** of the degree program.

**The physical graduation certificate will be issued upon submission of the physical copy of the thesis.**

### **Supervision and Board of Examiners:**

The Board of Examiners must consist of a minimum of three and a maximum of five members. The supervisor must hold at least a master's degree, and the chairperson must be a professor in the respective field.

### **BOE Completion Report:**

The preparation of the BOE Completion Report is the responsibility of the supervisor/co-supervisor. This report should encompass the following components: records of seminars, records of the final defense, the rubric utilized for assessment, any adjustments made by the supervisor/co-supervisor regarding the student's performance, and the final grade. It is crucial that all members of the board of examiners sign and approve the report.

### **Assessment Method**

#### **Seminar Requirement:**

Students must complete three seminars: title defense, first progress seminar, and second progress seminar.

Seminars must be approved by the supervisor before being presented to the board of examiners. After completing the three seminars, students can hold a **final defense** with the approval of the supervisor.

#### **Rubric for Assessing Final Defense and Thesis:**

Each field will prepare a rubric for assessing, incorporating criteria such as originality(30%), soundness of method(20%), soundness of results(30%), conclusion & discussion(10%), and presentation skills(10%).

The board of examiners will evaluate students' performance based on the rubric.

#### **Calculation of Grade Points:**

The final grade will be determined based on the assessment of the **thesis and final defense**.

The board of examiners will evaluate the thesis and final defense, and the supervisor/co-supervisor will calculate the average of these grades.

The resulting grade must be included in the BOE Completion Report.

**Pass or Fail:**

Students must achieve a minimum of Grade C to pass the final year project and thesis.

**Grade Point:**

The grading scale and corresponding grade points are as follows:

<b>GRADE</b>	<b>GRADE POINT</b>
<b>A+</b>	5.0
<b>A</b>	
<b>A-</b>	4.5
<b>B+</b>	4.0
<b>B</b>	3.5
<b>B-</b>	3.0
<b>C+</b>	2.5
<b>C</b>	2.0
<b>D+</b>	1.5
<b>D</b>	1.0
<b>F</b>	0

**Other Considerations**

Any additional considerations not covered in this policy may be addressed on a case-by-case basis.

However, such considerations must be reported to the University Senate through the University Council for review and approval.

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Prepared Date: May 2023