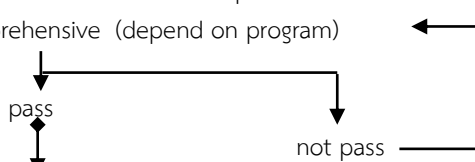
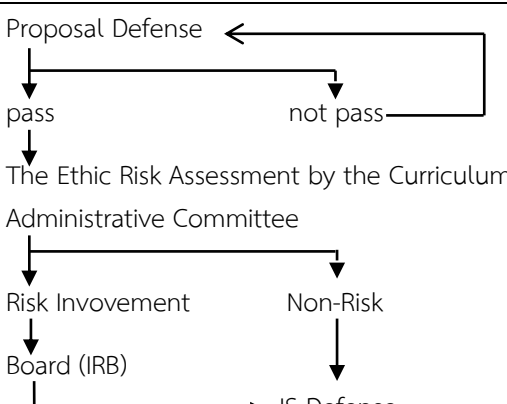
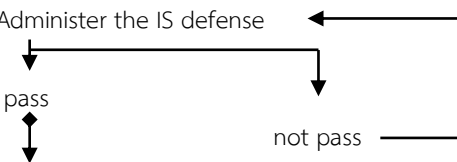
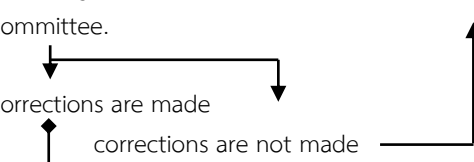


Independent Study (IS) Procedure Academic Year 2568 (2025)
International Program
(Summer Semester)

No.	People involved	Process	Summer
1	Instructor responsible for Independent Study	As indicated in TQF3 of IS, the student must write up an article which is part of the IS and get the Main IS Advisor's approval before submitting to the reviewer(s) and the copies of bound IS must be submitted.	Before the semester begins (June 8, 2026)
2	Department	Administer the examinations of other courses apart from the IS.	Within June 2026
3*	Department	Administer the written comprehensive exam. / oral comprehensive (depend on program) 	Within July 3, 2026
4	Department/ Board (IRB)	Proposal Defense 	
5*	Department	Administer the IS defense 	Within July 10, 2026
6*	Main IS Advisor	Monitor and follow up the student's progress to ensure whether s/he make corrections of (1) article and/or (2) IS, according to the comments of reviewer(s) and/or IS defense committee. 	
7*	Department Head	Submit the grade of IS to the Registration Office.	July 21, 2026
8	Department Head	1. Submit a memo with the name list of students who will graduate to Academic Affairs. 2. Attach a copy of IS grade submission (No. 7) with a memo.	Last day: July 21, 2026 (following the academic calendar)
Last day of graduation announcement			July 24, 2026 (following the academic calendar)

* If the student cannot follow the procedure timeframe as indicated in the table, s/he will not be able to graduate in that semester.

* According to the PYU Graduate Committee, the Meeting No. 1/2566, Resolution No. 13/2566 "Approved..... The independent study was granted an exemption from the requirement for IRB approval."