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| Notification of Intent to Submit  a Master’s Thesis / Research Report |

All students in their final semester must submit a notification of their intent to submit a Master’s Thesis / Research Report accompanied by a **summary** of their Master’s Thesis / Research Report, which should be typed, not handwritten. See the Master’s Thesis / Research Report section on the Graduate School Website for details.

Submission of this form and a summary of the Master’s Thesis / Research Report is required to ensure that appropriate examiners are appointed and a fair examination is conducted.

**NOTE:** Failure to submit this form may result in an inappropriate selection of examiners which may affect the entire examination process.

Submission Deadlines: Spring Semester: **Last working day on or before May 15**

Fall Semester: **Last working day on or before November 5**

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| **Student ID Number** |  |
| **Name** (registered at APU) |  |
| **Supervisor** |  |

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| **Report your most recent presentation(s) at the Joint Research Presentations below.**  Write the semester and quarter you presented. (e.g., Spring 2021, 1st Quarter) |
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Note: At least one presentation is required for the submission of the Master’s Thesis / Research Report.

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| **Type of Research Paper** | Master’s Thesis /  Research Report |
| **Title** |  |

Note: Further changes can be made after submitting the intent form. However, approval from the supervisor and the Dean is necessary before the Master’s Thesis / Research Report submission deadline.

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| **After submitting the Notification of Intent to Submit a Master’s Thesis/Research Report:** |
| I understand that I cannot change the title without the approval of my supervisor.  I understand that I cannot change the type without the approval of my supervisor and the Dean. |

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| **Please write your summary in 500 words in this box (the space will grow as required). The summary must be concise in structure and include the following three elements. Make sure that you provide sufficient information for each section.**   1. Motivation for the study and research background 2. Research question(s) 3. Methods |

Note: The summary may be the same as the one included in your Master’s Thesis / Research Report.

\*For supervisor: I have confirmed the above

Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: / /

Office Use Only

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Dean:

Approved  Not Approved Date: / /

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