



MBA Graduation Request Form

Date.....

Subject: Graduation request on.....semester

To: Dean of Master of Business Administration Program

Student name..... Student ID.....

Major of study..... Study Plan A (Thesis) B (Non-Thesis)

Telephone number..... E-mail.....

has request for graduate in MBA program with the following documents:

Student has fulfilled the requirements:

Plan A

- Complete in MBA full course structure (Total 42 credits with GPA ≥ 3.00)
- Pass final thesis presentation
- Pass the English proficiency test
- Has fulfilled the publication requirement

Plan B

- Complete in MBA full course structure (Total 42 credits with GPA ≥ 3.00)
- Pass the comprehensive examination
- Pass the English proficiency test
- Pass the IS oral presentation
- Has fulfilled the publication requirement

The attach documents:

- A copy of student transcript.
- A copy of thesis **or** IS approval page with plagiarism **and** abstract checking result
- A copy of the academic conference certificate **or** acceptance letter.
- A soft copy of thesis **or** independent study report (full report) **and** proceedings.
(E-mail to: mba1@siam.edu with name, surname and ID)
- Research number request form.

Yours Sincerely,

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(.....)

Student's Signature