



UNIVERSITY OF SANTO TOMAS  
THE GRADUATE SCHOOL  
THOMAS AQUINAS RESEARCH COMPLEX, ESPAÑA MANILA  
**OFFICE FOR GRADUATE RESEARCH**



**FO 01 SUBMISSION CHECKLIST: THESIS/DISSERTATION PROPOSAL**

**FO 01**

Instructions

1. Provide all the necessary information and affix your most recent picture
2. **Email file to [ustgsograrchives@yahoo.com](mailto:ustgsograrchives@yahoo.com) if using the MS WORD file option (for PDF, scan the printed form then email to [ustgsograrchives@yahoo.com](mailto:ustgsograrchives@yahoo.com))**
3. Print one copy to accompany the checklist of items you will submit for oral defense.
4. Print this form in 8.5x11 letter (short bond paper) in laser or inkjet printer in the best possible print setting.

**STUDENT INFORMATION**

*\* ALL CAPS preferred for this field.*

- to attach image directly, download and open separately in Adobe Acrobat (not thru browser)  
- click here to attach your photo  
-JPEG/BMP file only

\* LAST NAME

Telephone Number (Residence/Office)

\* FIRST NAME

Mobile Number

\* MIDDLE NAME

E-mail address

Graduate School Entry Date (Term/Year)

Program of Study M.A./M.S./Ph.D.

Address

\* attach your jpeg image file here

Research Proposal Title

Advisor

Co-Advisor (if necessary)

Submission Date:




**Review Panel (Director's Note)**

- 1)
- 2)
- 3)
- 4)
- 5)

**SUBMISSION CHECKLIST**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1) Evaluated Transcript of Records (Faculty Secretary Approved)             | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
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| 3) Signed Advisor's Endorsement (ISO Form UST:S027-00-F003)                 | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4) Signed English Editing Certificate                                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5) (For Ph.D.) Signed Turnitin Certificate                                  | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6) Signed Progress Report Form (ISO Form UST:S027-00-F029)                  | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7) Paid Pre-oral Fee (for Doctoral Students) Official Receipt + 1 Photocopy | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 8) One ordinary short folder to contain the above items                     | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

**Incomplete requirements will not be accepted.**  
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