



Announcement Proposal Examination

Master of Science and Doctor of Philosophy Programs in Epidemiology (International Programs)
Epidemiology Unit, Faculty of Medicine, Prince of Songkla University

The Proposal Examination (PE) is the presentation and defense of the plan to conduct thesis research of students in the Master of Science and Doctor of Philosophy Programs in Epidemiology (International Programs). The purpose of the Examination is to assess whether the master or doctoral degree student has written a research plan of adequate quality and originality to proceed with the thesis research process. This assessment is based on both the student's written proposal, as well as the presentation of the proposal and the ability to answer and *defend* the rationale and method, and propose a plan to minimize or correct potential biases. The Examination is open to the public.

Expectations: The student is expected to present the background and rationale of their research, the existing state of knowledge according to the literature and systematic identification of knowledge gaps, formulation of the research questions and the clear and coherent study objectives, the methodology of the study that was conducted to answer the research questions according to the study objectives, and potential biases that may be present in their study and their plans to minimize or correct the mentioned biases. The student is also expected to show proficiency in the ability to communicate and present their research idea to the audience. Expectations are set according to the student's level of study. The passing mark for PhD students is higher than that of MSc students.

1) Qualification

Students are qualified to take the proposal examination after they have finished their coursework. Doctoral students are expected to successfully pass the Qualifying Examination (QE) prior to taking the Proposal Examination (PE), or schedule the QE and PE on the same day, to be conducted consecutively. The details of these requirements are as listed in the Graduate Student Handbook.

2) Procedure

2.1 The student's main thesis advisor assesses the student's written proposal and approves the student's request to take the proposal examination, and contact other faculty members on the student's proposal committee and request their approval for the student to take the examination.

- 2.2 The examination committee reaches a unanimous decision for the student to proceed with the proposal examination, and agrees on the external expert who will preside over the examination as well as the possible dates of the examination.
- 2.3 The Epidemiology Unit requests an external expert to preside over the proposal examination and, upon acceptance of the external expert, determines the defense date and communicates the information to the student and thesis committee members. The Curriculum Chair is also informed of the examination. The thesis committee members, the Curriculum Chair, and the invited external expert then form the **proposal examination committee**.
- 2.4 The student prepares and submits hard copies of the **proposal** as per the requirement of the Program. The Epidemiology Unit forwards copies of the proposal to all proposal examination committee members and the external expert at least 1 month before the examination date.
- 2.5 The student prepares the presentation of their proposal.
- 2.6 The Epidemiology Unit makes a public announcement of the proposal examination, to be attended by the proposal examination committee and fellow students.
- 2.7 The student presents their thesis findings at the proposal examination
- 2.8 The proposal examination committee deliberates on the student's performance and grades the student accordingly

3) **Examination committee**

The **proposal examination committee** will include the members of the student's thesis committee, the Curriculum Chair, as well as one (1) external expert. The external expert will be the head of the committee.

4) **Evaluation principle**

After the student's proposal presentation and question-and-answer session, the examination committee will privately discuss the student's proposal and presentation. Using an assessment rubric, the committee members will reach a consensus to either "**Pass**" or "**Fail**". The details of each result are as follows:

"Pass" - the student attains the grade of "*Excellent*", "*Good*", or "*Pass*" according to the rubric. The student is deemed to have written and presented a proposal at a satisfactory level and in accordance with the standards of the Program.

"Fail" - the student receives the grade of "*Fail*" according to the rubric. The student's written proposal or presentation, or both, did not meet the requirements of the Program. The committee will give recommendation to the student on how to remedy the situation. The timeline to remedy the situation will be decided on a case-by-case basis.

Announced on 16 June 2020

Virasakdi C

(Professor Virasakdi Chongsuvivatwong)
Curriculum Chair, International Programs for Graduate Study in Epidemiology