



Naresuan University Announcement

Subject: Guidelines for Conducting Independent Study for Master's Degree Students, Plan 2, B.E. 2566 (2023)

To ensure that the independent study for Master's Degree students under Plan 2 proceeds smoothly, with quality, and in accordance with the standards set forth in the Announcement of the Commission on Higher Education Standards on Graduate Programs Standards B.E. 2565 (2022), and by virtue of the authority stipulated in Sections 20 and 21 of the Naresuan University Act B.E. 2533 (1990), and in accordance with Articles 18 and 28 of the Naresuan University Regulations on Graduate Education B.E. 2565 (2022), together with the resolution of the Naresuan University Academic Council in Meeting No. 4/2566, held on 4 April 2023, the guidelines for conducting independent study for Master's Degree students under Plan 2 are hereby established as follows:

Article 1: This announcement shall be titled "Naresuan University Announcement on Guidelines for Conducting Independent Study for Master's Degree Students, Plan 2, B.E. 2566 (2023)".

Article 2: This announcement shall apply to students enrolled from the academic year 2023 onward and to students in new programs and revised programs in accordance with the Announcement of the Commission on Higher Education Standards on Graduate Programs Standards B.E. 2565 (2022) onward.

Article 3: Definition of Terms:

"**University Council**" refers to the Naresuan University Council.

"**Advisor**" refers to the independent study advisor.

"**Student**" refers to a Master's Degree student under Plan 2.

"**Dean**" refers to the Dean, Director of a College, or the head of a unit referred to by another title, with a status equivalent to a faculty, and responsible for academic affairs.

Article 4: The advisor must be a full-time lecturer of the program, hold a doctoral degree or its equivalent, or at minimum, a master's degree or its equivalent with the rank of associate professor or equivalent. The advisor must also meet the academic requirements as specified by the criteria for graduate program standards.

Article 5: The Graduate School shall appoint the independent study advisor once the student has registered for the independent study course.

Article 6: An advisor may supervise the independent study of no more than 15 students. In cases where the advisor supervises both theses and independent studies, one thesis student shall be counted as equivalent to three independent study students.

Article 7: The advisor shall have the following responsibilities:

- (1) Provide guidance in preparing the independent study work plan.
- (2) Offer advice on the independent study and record the consultation provided to the student.
- (3) Approve the appointment of experts to review the independent study tools.
- (4) Approve requests for assistance from department heads in data collection.
- (5) Approve the presentation of independent study results.
- (6) Evaluate the results of the independent study.

Article 8: For independent study, the faculty or college responsible for the program shall follow these procedures:

- (1) Organize a meeting between faculty members and students to explain the steps for preparing the independent study report, provide consultation, schedule meetings, assign topics, and select an advisor.
- (2) Submit the names of advisors along with the names of the students they will advise to the Graduate School for verification of qualifications and appointment.
- (3) Ensure that the advisor and student follow the procedures and methods for the independent study according to the independent study work plan outlined in Article 7(1).
- (4) The student shall conduct the independent study under the guidance of the advisor, following the work plan established by the advisor.

In cases where a formal letter is required to request expert review of research tools or to seek assistance from department heads for data collection, the student must submit a request with the approval of the advisor and forward it to the Graduate School for issuance of an official letter of request. For research involving human subjects, animals, biosafety, or other research standards that require approval or certification as stipulated by the university, the student must include the relevant approval or certification forms.

Article 9: The faculty or college responsible for the program shall organize a final oral examination where the student presents their independent study to a committee appointed by the Graduate School. The presentation of the independent study must be conducted in an open format, allowing interested parties to attend. The faculty or college, together with the Graduate School, shall announce the examination schedule to inform those who wish to attend the student's presentation.

The oral examination committee for the independent study must consist of at least three members. This includes full-time lecturers of the program or external experts, with one serving as chair and at least two members serving as committee members. The chair must not be the student's independent study advisor.

External committee members must hold a doctoral degree or equivalent, or at least a master's degree or equivalent with the rank of associate professor in a related field.

In cases where external experts do not meet the specified qualifications, they must be individuals with recognized expertise and experience directly related to the independent study topic. Their appointment must be approved by the Naresuan University Council.

Article 10: The submission of the final independent study report shall proceed as follows:

(1) Students must submit one hard copy of the final independent study report, signed by the academic advisor (in dark blue cover), along with one copy in PDF file to the Dean of the respective program. The faculty responsible for the program shall then report the submission status of the final independent study report to the Graduate School.

(2) A report on independent study shall be deemed complete only if it has been approved by the academic advisor and authorized by the Dean of the respective program. This report will count as part of the requirements for graduation.

(3) Students who have submitted their independent study reports but have not submitted the final report to the faculty responsible for the program within the designated period of that semester shall be considered as not having completed their studies. Students must re-register to maintain their student status in the following semester; otherwise, they will lose their student status.

Article 11: The independent study report or any part thereof must be published and accessible according to the university's announcement, with the approval of the University Council.

Article 12: The copyright of the independent study report shall belong to Naresuan University.

Article 13: The President shall be responsible for ensuring compliance with this announcement. In the event of any issues arising from the implementation of this announcement or matters not specified herein, the President shall have the authority to resolve such issues, and the President's decision shall be deemed final.

Announcement Date: 10 July 2023

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Acting President of Naresuan University