

Final Project Proposal Procedure



Final Project Topic Exploration

Student is supervised by 1st supervisor candidate

Topic Proposal

Student goes to RG Coordinator

Approval from RG Coordinator

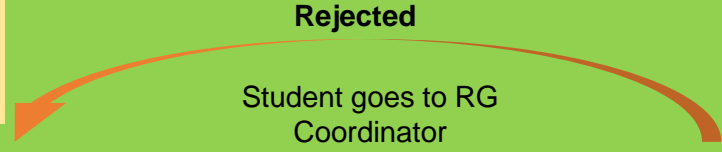
If approved, RG gives 2nd supervisor name

Topic Proposal Archiving

Upload the topic proposal to:
<https://s.id/FormUsulanTopik>

Topic Proposal Validation

Student goes to study program coord.



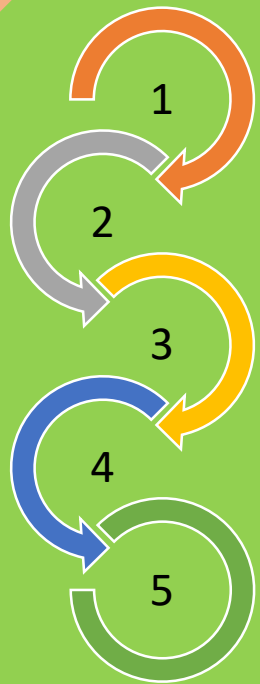
Asking signature to proposal archive staff after uploading the topic proposal

Seminar Registration Procedure

Proposal Seminar

Checking the completeness of files by officer

Officer schedules the seminar



1 Student registers to officer & fill in Book of Seminar

3 Officer requests 1st examiner name to RG coordinator

Proposal Seminar



Final Project Seminar

Upload

- Uploading scientific article to <https://s.id/FormArtikelSkripsi>

Register

- Student registers for seminar to officer (Study program coord. sign is given after officer sign)

Checking file

- Checking file completeness by officer

2nd Examiner

- Officer requests 2nd examiner name to study program coordinator

Schedule

- Officer schedules the seminar

Final Project Seminar