


Standard Operation Procedure
Implementation of the Result Commission
Examination



Faculty of Economic and Business
Brawijaya University
Malang
2018

IDENTIFICATION FORM

	Brawijaya University	UN10.F02.12.31.HK.01.02a.0 48
		05 August 2018
	the Result Commission	3 rd Revision
	Examination	Page I from 8

Process	Person In Charge			Tanggal
	Name	Position	Sign	
Formulation	Dr. Sri Muljaningsih, SE., MSP.	Chairperson of the Quality Assurance Unit		August 07, 2018
Examination	Dr. Nurul Badriyah, SE., ME.	Secretary of the Department of Economics		August 07, 2018
Approval	Dr.rer.pol. Wildan Syafitri, SE., ME.	Chairperson of the Department of Economics		August 07, 2018
Determination	Drs. Nurkholis, M.Bus.(Acc)., Ak., Ph.D	Dean of the Faculty of Economics and Business		August 07, 2018
Control	Dr. Sri Muljaningsih, SE., MSP.	Chairperson of the Quality Assurance Unit		August 07, 2018

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A. Objective

The purpose of this Standard Operating Procedure for the Implementation of the Commission Results Examination is for students of the Economics Doctoral Program to take the examination after conducting research in the field and producing the results of the research. The aim is to ensure that:

The students of the Economics Doctoral Program can carry out the Commission Results Examination in accordance with the established procedures.

B. Scope

This procedure for the implementation of the Commission Results Examination applies to every process related to the recruitment process..

C. Terms and Definitions

1. The Head of the Economics Doctoral Program is the authorized party to approve the holding of the Commission Results Examination.
2. The Promotor Team is the authorized party to approve students to register and conduct the Commission Results Examination.
3. The Economics Doctoral Program administration section is the party responsible for the Implementation of the Commission Results Examination process for Post-Doctoral students in Economics.
4. The student is the party who applies for the Commission Results Examination to be held.
5. The Commission Results Examination is one of the processes involved in the preparation of a dissertation.

D. References

1. Department of Economics Quality Manual (00201 05000)
2. Faculty of Economics & Business Quality Manual (00200 030000)
3. Faculty of Economics & Business Guidelines Book (00200 02000)
4. Postgraduate Education Guidelines Book of the Faculty of Economics & Business

E. Outline of Procedures

1. Students request a Commission Results Examination Registration Form from the Academic Section.
2. Students fill out the Commission Proposal Examination Registration Form.
3. Students submit the Commission Results Examination Form to the Promotor Team.
4. Students submit the Commission Results Examination schedule to the Promotor Team.
5. Students request approval to conduct the Commission Results Examination from the Head of the Economics Doctoral Program.
6. Students submit the Commission Results Examination documents to the Academic Section no later than 7 (seven) days before the examination.
7. Students take the Commission Results Examination.
8. Students obtain the Commission Results Examination Revision For

The implementation of the Commission Result Examination involves several individuals and units with authorities and responsibilities as follows:

Chairperson of the S3 Economics Department

Administration Unit of the S3 Economics Department

1. Authorized to carry out the process of implementing the Commission Result Examination for Postgraduate S3 Economics Program students
2. Responsible for providing the Application Form for the Commission Result Examination for Postgraduate S3 Economics Program students
3. Receives the application form for the Commission Result Examination from Postgraduate S3 Economics Program students
4. Documents the Application Form for the Commission Result Examination for Postgraduate S3 Economics Program students

Student

1. Authorized to apply for the Commission Result Examination
2. Conducts the Commission Result Examination

F. Flowchart

Implementation of Thesis Defense Commission:

