## The Dissertation Proposal Process to Thesis/Dissertation Defense: A Guide for Students

Completion of the typed thesis proposal and approval by the supervisor Presentation to and approval by the Department's Specialized Committee Approval by the Research Council or Graduate Studies Council Submission of meeting minutes and the approved proposal to the Office Registration of the proposal in the Pazhohan system of the Deputy for Research and Technology Review and approval by the University Research Council Submission to and approval by the Ethics Committee, including obtaining the ethics approval code Registration of the clinical trial (if applicable) Signing of the contract and commencement of thesis work Submission of the six-month progress report, approved by the supervisor, to the relevant department head Review of the thesis by the supervisor and advisor, and correction of any deficiencies Submission of documentation confirming acceptance of articles derived from the thesis Submission of the final typed thesis and defense authorization from the supervisor and advisor to the department head Sending of official invitations, along with the thesis, to defense committee members and the representative from Graduate Studies Conducting the thesis defense and submission of the final grade to the Graduate Studies representative and the education office Recording of the final grade in the academic transcript Clearance and settlement of accounts with the Offices of the Deputy for

Research and the Deputy for Education at the International Unit