

## **Guidelines for the Qualifying Examination (QE)**

For Doctoral Students in the Field of Materials Engineering

Department of Materials Engineering, Faculty of Engineering, Kasetsart University

### **1. Eligibility and Timing**

Doctoral students who have passed their research proposal defense are required to take the Qualifying Exam in the form of an interview during their 4<sup>th</sup> semester (or no later than the 6<sup>th</sup> semester). The QE is an open exam focusing on theoretical knowledge related to the student's dissertation.

### **2. Examination Format**

The QE should last at least 3 hours:

- 1.5 hours: The student presents theoretical content in a seminar-style (teaching format).
- 1.5 hours: Committee members ask questions and review the student's theoretical understanding

### **3. Examining Committee**

The committee must include at least 3 members (as per the Graduate School's regulations):

- (1) Chair: The student's main thesis advisor.
- (2) A faculty member in the program relevant to the student's research.
- (3) A representative from the Graduate School (a registered graduate faculty member within the Faculty of Engineering).

If the student has co-advisors, they are counted under (1).

### **4. Document Submission (1 Month in Advance)**

The student must submit a request to take the QE to the program coordinator via the departmental staff (Ms. Pitchayawadee) with the following documents:

- QE request form (using the department's template)
- A theoretical report related to the student's research in book-style teaching material format
- A thesis progress report or published research for the committee's reference

## 5. Document Review by Program Coordinator

The program coordinator will verify:

- The QE request form
- The teaching material document
- Thesis progress report or published research

If documents are incomplete or incorrect, the student must resubmit them.

## 6. Approval and Committee Appointment

Once the theoretical content is approved by the program coordinator, the QE is officially authorized. The program coordinator selects the examiners and instructs Ms. Pitchayawadee to issue the appointment request to the Graduate School for final approval.

## 7. Official QE Request to the Graduate School

After internal approval, the student must formally request the QE through form B.W.06 following Graduate School regulations. This includes examiner appointment, exam scheduling (date/time/location), and announcement for public attendance.

## 8. Exam Results

- If the student fails, the result will be recorded as "Fail," and the student may retake the exam once within 60 days.
- If the student passes conditionally, they must make the required corrections within one week or before the result submission deadline.

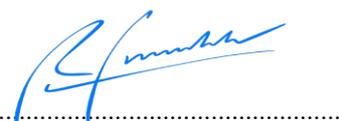
## 9. Examiner Appointment Regulation

The appointment of examiners must comply with Kasetsart University Graduate School Regulation 2559 (2016).

Approved by the Department of Materials Engineering Meeting No. 10/2566 on November 15, 2023



(Asst. Prof. Dr. Worawat Watthanathana)  
Chair of the Program Committee



(Assoc. Prof. Dr. Rattthee Techaphaisancharoenkij)  
Head of the Department of Materials Engineering