

MKU/PG/F014



SCHOOL OF POSTGRADUATE STUDIES

MKU/PG/F014: NOTICE OF INTENTION TO PRESENT AN ACADEMIC SEMINAR PAPER AT A FORUM

(To be filled in triplicate and received by the Dean, School of Postgraduate Studies fourteen(14) days before the date of seminar)

NB: The Candidate to submit at least ten (10) copies of the proposed seminar paper to his/her postgraduate Studies Coordinator at least thirty (30) days before the date of the proposed seminar to enable him/her to make arrangement of the seminar.

TO: Chairman, School of Postgraduate Studies Seminars Committee

PART I: PERSONAL PARTICULARS

- i) Name of Student
- ii) Reg. No.
- iii) Department of
- iv) School of
- v) Programme
- vi) Address
- vii) Email Address
- viii) Cell Phone No.....

Sir/Madam,

I wish to make a presentation of an academic seminar paper to other postgraduate students at the next appropriate forum

The title of my seminar paper is,

“
.....
.....”

Area of specialization.....

Student’s signature.....Date:.....

PART II - SUPERVISORS’ CONSENT

I/We the undersigned have studied the academic seminar paper by
Dr/Mr/Mrs.....who intends to present it at an
appropriate Academic forum and I am/we are satisfied that the seminar paper falls within
acceptable levels of quality, formatting and standards for such presentation.

Name of 1stsupervisor: Prof/Dr/Mr/Ms.....

Signature:..... Date:.....

Cell phone No:.....

Name of 2nd Supervisor: Prof/Dr/Mr/Ms

Signature:..... Date:.....

Cell phone No:.....

PART III COMMENTS BY THE DEAN OF THE RELEVANT SCHOOL

The school of intends to hold a seminar on
..... of 20 To accord
opportunity for postgraduate students to present Academic Seminar papers on diverse fields of
knowledge.

Name: Dean of School

Signature

Date

PAR T IV: COMMENTS BY DEAN, SCHOOL OF POSTGRADUATE STUDIES

The school of Postgraduate studies is in receipt of the information above and has no objection
with the school holding the said seminar on the proposed dates.

Name of Dean
(School of Postgraduate Studies)

Signature

Date:..... School Stamp