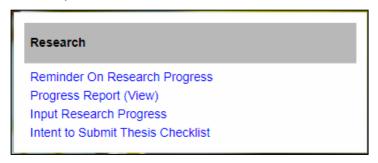


Student Screen (Student Portal)

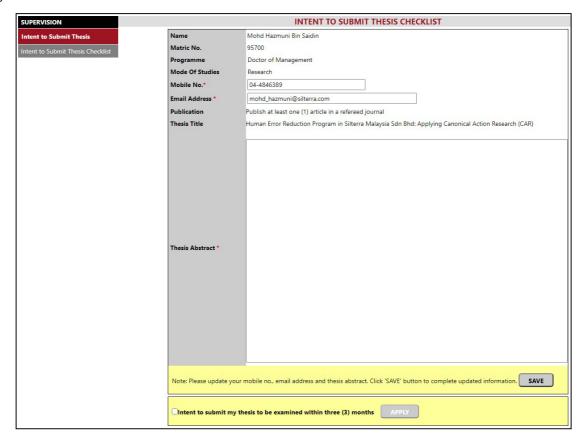
1) Student portal - tab Academic > Research > Intent to Submit Thesis Checklist:



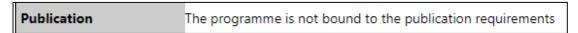
2) This menu is only for research mode and mix-mode students. If a coursework student clicks the menu, the following message screen will be displayed:



3) Students of research mode and mix-mode will be able to like the screen below:



4) If the student's program is not bound by publication for the eligibility requirements to submit a thesis, in the Publication section a message will be displayed:

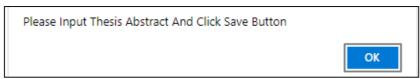


5) If the student's program has publication requirements to submit thesis but the student has not completed the publication, in the Publication section a message will be displayed:

"Not eligible to apply for Intent to Submit Thesis as publication requirements yet to be completed"

Student is not allowed to apply for ITS.

6) For those who are ITS eligible, Mobile Number and Email Address are optional fields but the Thesis Abstract is required. If the student does not fill in, the following message will be displayed:



7) Click the SAVE button to save all the information entered.



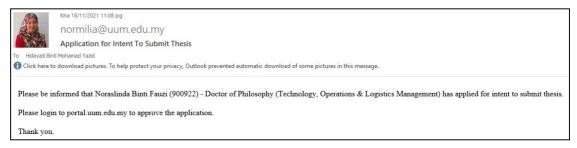
8) To submit, students needs to tick the certify box and click the Apply button:



After the student successfully submits, the certify box and click the Apply button is disabled (cannot be checked/clicked).



A notification email is sent to the supervisor:



9) If the student clicks the ITS Checklist menu but the ITS status has been sent, the following message screen is displayed

We Are Sorry! The Page you requested cannot be accessed due to the following reason:

You have applied for Intent to Submit Thesis and your application is in stage of evaluation and approval by the School/Graduate School