The Graduate School, Kasetsart University,
External Examiner Biodata Form
(For External Academic Staff of Kasetsart University for a Final Oral Examination Since 2023 and Onwards)

To the Dean of the Graduate School via Head of Department/ Graduate Program Committee Chairperson

..... Program (Program code.....)
would like to request for presenting an external examiner's biodata as announced in the Announcement of the Commission on Higher Education Standards on the Graduate Curriculum Standards, B.E. 2565 (2022) and Kasetsart University Regulations on Graduate Studies of Kasetsart University, B. E. 2566 (2023)[i] as follows:

Name (Mr./Ms./Mrs./Miss) .....

ID card or Passport Number.....**Nationality** .....

Academic Position ☐ Lecturer ☐ Assistant Professor ☐ Associate Professor
☐ Professor ☐ Others (Please Specify) .....

Qualification

Bachelor's Degree (full degree name) ..... Abbreviated Degree Name: .....
Major Field: ..... University: .....
Country: ..... Year graduated: .....

Master's Degree (full degree name) ..... Abbreviated Degree Name: .....
Major Field: ..... University: .....
Country: ..... Year graduated: .....

Doctoral Degree (full degree name) ..... Abbreviated Degree Name: .....
Major Field: ..... University: .....
Country: ..... Year graduated: .....

Specialized Fields .....
Contact Address .....
Telephone No. ..... **E-mail** .....

Published Academic Work Guidelines:

1. Published works must not be written in order to complete the degree.
2. Published works must be exact or related to the field of External Examiner registration.
3. Publication must be reported in academic reference format [ii].

An External Examiner for a final oral examination of **doctoral degree students** must have at least 10 academic works and the Examiner of **master's degree students** must have fine at least academic works published in journals listed in acceptable databases. Publication must be reported in academic reference format [ii].

1. .....

.....

Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

2. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

3. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

4. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

5. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

6. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

7. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

8. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

9. .....

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Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

10. .....

.....

Databases: ☐ Web of Science ☐ Scopus ☐ Pubmed ☐ TCI

☐ Other (Please Specify) .....

I hereby certify that all aforementioned information filled in on the application form is utterly true.

Signature .....

Biodata Owner/Head of Department/Graduate Program Committee Chairperson

...../...../.....

To the Dean of the Graduate School,

Please be informed accordingly.

Signature .....

(.....)

Head of Department/Graduate Program Committee Chairperson

...../...../.....

Additional Suggestions

i External Expert refers to any individuals who are not employed as a Permanent Lecturer of the University. The qualifications of external examiners are as follows:

For doctoral degree students An External Examiner must hold a doctoral degree or equivalent and have **at least 10 academic works** published in journals listed in the acceptable databases, which exactly match with, or relate to the field of study.

For master's degree students An External Examiner must hold a doctoral degree or equivalent and have **at least 5 academic works** published in journals listed in the acceptable databases, which exactly match with, or relate to the field of study.

ii **Academic Reference Format of Academic Works Published in Journals**

Author's name. Published Year. "Title of the articles." Journal Year(Volume): Page Number

Database Name:

Example:

Caranta, C., A. Polloix, V. Lefebvre and A. M. Daubeze. 1997. QTLs for a component of partial resistance to cucumber mosaic virusin pepper restriction of virus installation in host-cells. **Theor. Appl. Genet.** 94: 431-438.

Databases: Scopus