**SOCIALIST REPUBLIC OF VIETNAM**

**Independence – Freedom – Happiness**

*Ho Chi Minh City,* *month day, year*

**SUPERVISOR CHANDING/ADDING REQUEST FORM**

To:

* Presidential Board;
* Department of Graduate Studies;
* Faculty/Institute …………….

PhD candidate’s full name: Ph.D. candidate ID:

Major: Major code:

Faculty/Institute:

Ph.D. Dissertation Title (English/ Vietnamese):

Pursuant to Decision No. ……/……, dated……..…… by the President of Ton Duc Thang University regarding the recognition of the PhD candidate, supervisors, and research topic, I am submitting this application to the Presidential Board, the Department of Graduate Studies, and the Faculty/Institute.............................., to request permission to change/add the supervisor.

Supervisor 1 (old):

Institution:

Supervisor 2 (old):

Institution:

Supervisor 1 (new):

Institution:

Supervisor 2 (new):

Institution:

Reasons:

**New study and research plan:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic year** | **Content** | **Numbers of registered credits** | **Expected results** |
| Year 1 | *Additional specialized courses (if any)* | *10 - 12 credits* | *Certificate of course completion* |
| *Research methodology courses* | *04 - 06 credits* | *Certificate of course completion* |
| *Implementing the first part of the dissertation* | *Up to 24 credits* | *An overview of the research issues, research methodologies, …* |
| Year 2 | *Implementing the second part of the dissertation* | *Up to 30 credits* | *Dissertation and publications,…* |
| Year 3 | *Implementing the third part of the dissertation* | *The leftover numbers of credits* | *Dissertation and publications,…* |

I hereby commit to fully comply with all regulations and ensure the completion of the study program in accordance with the regulations on admission and training doctoral programs, as well as in line with the University’s regulations.

|  |  |  |  |
| --- | --- | --- | --- |
| **EX-SUPERVISOR**  (*Signature and Full name*) | **EX-SUPERVISOR**  (*Signature and Full name*) | | **PHD CANDIDATE**  (*Signature and Full name*) |
| **DEPARTMENT OF GRADUATE STUDIES**  (*Signature and Full name*) | | | **FACULTY/INSTITUTE OF …**  (*Signature and Full name*) | |
| **PRESIDENTIAL BOARD** | | | | |