







No	Activity	Implementation				Standard Quality			Description
		Student	Academic Administration	Dissertation Supervision Commission	Research Ethics Commission	Requirement	Time	Output	
1	Students submit Proposals to the Research Ethics Commission with the approval of Student Advisor (PA) and the Dissertation Supervision Commission					Dissertation Proposal and Ethics Cover Letter	1 day		Students submit research proposals that have been approved at the time of the Proposal Feasibility Examination to the Research Ethics Commission with the approval of PA Advisor and the dissertation supervision Commission and request an ethics cover letter to the Academic Administration
2	The Research Ethics Commission issues a Letter of Ethics					Ethics file	1 week	Letter of Ethics	Students complete the requirements from the ethics commission so that students get a letter of ethics from the FMUB Ethics Unit
3	Students ask for a Permit to use the Laboratory					Proposals and Permits	1 day	Lab use permit	Students are permitted to conduct research into the Laboratory by bringing a Dissertation Research Proposal, a Letter of Ethics, a completed Laboratory Registration Form and a Permit to use the Laboratory
4	Students carry out research in the Laboratory					Dissertation Research Logbook			
5	Students see the PA Lecturer and the Dissertation Supervision Commission to get the guidance					Dissertation Research Logbook		Research Logbook Filling	Students carry out mentoring and fill out activities in the lab and research results while students work in the Lab which are then filled in in the logbook and approved by the supervisor
6	The Advisory Commission provides approval for Research Results Seminar					Research Result Seminar Approval Form			Before carrying out the Research Results Seminar, the supervisor and students carry out a Commission, which is a discussion with the supervisor whose room and time are provided by Study Program