



KABARAK UNIVERSITY
INSTITUTE OF POSTGRADUATE STUDIES

PROPOSAL EXAMINATION ARRANGEMENT/SUBMISSION CHECKLIST

Candidates are required to file the following documents at the time of submitting their proposal for examination.

S/NO	Item Required	Remarks
1.	Supervision record forms	
2.	Progress reports	
3.	Supervisor evaluation reports	
4.	Soft copy of proposal (duly Signed)	
5.	Proposal forwarding form (duly signed by HOD)	
6.	2 Spiral bound copies of proposal (duly signed)	
7.	Correction Matrix (For concept presentation)	
8.	Minutes for concept presentation at the departmental level	
9.	Plagiarism report for concept	
10.	Fee statement/confirmation of fee payment	
11.	Supervisor's appointment letters	
12.	Examiners report(3)	

Kabarak University Moral Code

As members of Kabarak University family, we purpose at all times and in all places, to set apart in one's heart, Jesus as Lord. (1 Peter 3:15)



Kabarak University is ISO 9001:2015 Certified