





	<b>UNIVERSITAS ISLAM NEGERI MAULANA MALIK IBRAHIM MALANG</b>	SOP Number	FS.UIN-QA/SOP.01.11
		Date of Creation	
		Date Revised	December 01, 2017
		Effective Date	January 01, 2018
		Approved by	Dean of the Faculty of Sharia
<b>SOP OF THE THESIS REVISION</b>		Dr. H. Saifullah, M.Hum	

Legal basis:
<ul style="list-style-type: none"> <li>• Law No. 20/2003 on the National Education System</li> <li>• Government Regulation No. 17 Year 2010 jo No. 66 Year 2010 on Higher Education</li> <li>• Minister of State Apparatus Empowerment and Bureaucratic Reform of the Republic of Indonesia Minister of State Apparatus Empowerment and Bureaucratic Reform No. 15 of 2014 concerning Guidelines for Service Standards By the Grace of God Almighty</li> <li>• Regulation of the Minister of Religious Affairs of the Republic of Indonesia Number 15 of 2017 concerning the Statute of Maulana Malik Ibrahim State Islamic University Malang</li> </ul>
Linkage:
<ul style="list-style-type: none"> <li>• SOP of Comprehensive Examination</li> </ul>
Notice:
<ul style="list-style-type: none"> <li>• If the student is declared not to have passed, they are required to revise their thesis and retake the thesis examination without needing to meet the requirements that were already fulfilled when initially registering for the thesis examination.</li> <li>• Students who do not make revisions within the specified deadline must retake the examination.</li> </ul>

Executor Qualifications:
<ul style="list-style-type: none"> <li>• Thesis Student</li> <li>• Thesis Examiner Chair</li> <li>• Thesis Examiner Secretary</li> <li>• Primary Examiner</li> <li>• Study Program Staff</li> </ul>
Tools/equipment:
<ul style="list-style-type: none"> <li>• Computer Set</li> <li>• Stationary</li> <li>• Thesis</li> <li>• Examiner Decree</li> </ul>
Recording and Registration
<ol style="list-style-type: none"> <li>1. Thesis Examination Registration Form</li> <li>2. Recapitulation Form</li> <li>3. Schedule Form</li> <li>4. Minutes of Meeting</li> <li>5. Attendance List</li> <li>6. Evaluation Form</li> <li>7. Signature Form</li> <li>8. Journal Files</li> </ol>

No	Activities	Executor						Standard Quality			Note
		Student	Dean	Chair Examiner	Secretary Examiner	Primary Examiner	Study Program Staff and Journal	Requirements	Time	Output	
1	Students who have completed their thesis revisions according to the instructions from the Examining Team should approach the Primary Examiner with their revision notes and request the Primary Examiner's initial signature.							Revised Files and Signatures	10 minutes/student	ACC signature	
2	After meeting with and receiving the Primary Examiner's signature, the student should then approach the Chair Examiner to request their signature and present the revised thesis.							Revised Files and Signatures	2 minutes/student	ACC signature	
3	After obtaining the signature from the Primary Examiner and the Chair Examiner, the student should then meet with the Examining Secretary to request their signature and show the revised thesis.							Revised Files and Signatures	3 days	ACC signature	
4	Once the signatures from the Primary Examiner, Chair Examiner, and Examining Secretary have been obtained, the student should then meet with the Dean to seek approval for the thesis.							Revised Files and Signatures	1 day	ACC signature	
5	After receiving approval (ACC) from the Primary Examiner, Chair Examiner, Examining Secretary, and Dean, the student should submit the approved documents to the program staff for validation and complete the journal requirements, which will then be provided to the faculty journal team.							Revised Files, Signature Forms, and Thesis Journal Format	5 minutes	ACC signature and journal publication schedule	