



**S1.01 THESIS IMPLEMENTATION APPROVAL**  
**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES**  
**UNIVERSITAS INDONESIA**

We hereby to inform you that this student:

Name : .....

Student's number : .....

Science's discipline : .....

Total credits taken : .....

Has fulfilled the requirements and obligations to carry out a Thesis.

Depok, \_\_\_\_\_,  
 Department of ..... Faculty of Mathematics  
 and Natural Sciences, Universitas Indonesia  
 Academic Advisor,

( \_\_\_\_\_ )  
 NIP/NUP



**S1.02 SUPERVISOR WILLINGNESS FORM**

UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
 UNIVERSITAS INDONESIA

The undersigned below:

Name : \_\_\_\_\_  
 NIP/NUP : \_\_\_\_\_  
 Institution : \_\_\_\_\_

Willing to be the first supervisor, and

Name : \_\_\_\_\_  
 NIP/NUP : \_\_\_\_\_  
 Institution : \_\_\_\_\_

Willing to be the second supervisor of this Undergraduate student of Department  
 of..... Faculty of Mathematics and Natural Sciences, Universitas Indonesia  
 below:

Name : \_\_\_\_\_  
 Student's number: \_\_\_\_\_  
 Thesis title : \_\_\_\_\_

This is the end of this form. Thank you very much for your kind attention.

Depok, .....

Supervisor I,

Supervisor II,

(\_\_\_\_\_)

(\_\_\_\_\_)



**S1.03 PROPOSAL APPROPRIATENESS EVALUATION RESULTS ASSESSMENT**  
**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES**  
**UNIVERSITAS INDONESIA**

The undersigned below is an Undergraduate student of ..... Faculty of Mathematics and Natural Sciences-Universitas Indonesia:

Name : .....  
 Student's number : .....  
 Topic/Thesis Title : .....  
 .....  
 .....  
 Dates : .....  
 Time : .....

Recomendation\*) : a. Proceed without revision  
 b. Proceed with revision (revision suggestion attached)  
 c. Rejected

Evaluator's sign  
 Name : 1. .... sign : .....  
 2. .... sign : .....

Approved:  
 Supervisor I Supervisor II,  
 ..... .....

\*) choose one

NOTES: This form is returned to the Head of Undergraduate Program after the Evaluation



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[www.sci.ui.ac.id](http://www.sci.ui.ac.id)

**PROPOSAL APPROPRIATENESS EVALUATION RESULTS ASSESSMENT**

**Attachement**

Revision suggestion:



**S1.04 THESIS EVALUATION REQUEST**

**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
 UNIVERSITAS INDONESIA**

The undersigned below:

Name : .....  
 Student's number : .....  
 Science field : .....  
 Thesis Title : .....  
 .....  
 .....  
 .....

Propose a request to carry out thesis evaluation for the first/second/third\*) in Mengajukan permohonan melaksanakan ujian skripsi untuk pertama/dua/ketiga\*) time in the beginning of the year/mid year\*) 20.... /20.....

Depok, .....  
 Student

( )

**Approved by:**

Supervisor I,

Supervisor II,

(.....)  
 NIP/NUP.

(.....)  
 NIP/NUP.

**Acknowledge by:**

Academic Advisor

(.....)  
 NIP/NUP.

\*) *scratch the unnecessary ones*

*Thesis evaluation request for the second and third time please attach statement letter*



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**THESIS EVALUATION REQUEST Attachment**  
**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES**  
**UNIVERSITAS INDONESIA**

The undersigned below:

Name : .....  
 Student's number : .....  
 Thesis Title : .....  
 .....  
 .....  
 .....

Hereby declare that I have revised my Thesis in accordance with suggestion from thesis evaluation committee for the first/second time\*) (attached).

**Evaluators Proposal:**

1. ....
2. ....
3. ....

Depok, .....  
 Student

( )

**Approved by:**

Supervisor I,

Supervisor II,

(.....)  
 NIP/NUP.

(.....)  
 NIP/NUP.

\*) *scratch the unnecessary ones*



**S1.05 THESIS EVALUATION REGISTRATION**

**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
 UNIVERSITAS INDONESIA**

I hereby to:

Name : .....

Student's number: .....

Telephone number: .....

Propose a Thesis Evaluation request periode in the beginning of the year/mid year\*) ..... and stated that all attachments are correct. If there's an incorrect about my personal data in bachelor certificate and academic transcript, I would take all my responsibility.

Depok, .....20.....  
 Student,

(.....)

**Filled by Academic Sub Division of Faculty of Mathematics and Natural Sciences-UI Officer**

Attachment of Requirement Verification

No	Forms	Complete
1	Study Program Reference Letter that stated student have fulfilled all requirements in accordance with Academic Advisor and Supervisor suggestion and equipped with committee's names.	<input type="checkbox"/>
2	Proof of Thesis upload to page lib.ui.ac.id/unggah*)	<input type="checkbox"/>
3	Academic History in SIAK-NG Print Out (based on Term & courses) Academic Data in SIAK-NG Print Out Data Akademis (summary) Academic Status in SIAK-NG Print Out	<input type="checkbox"/>
4	Doesn't have any financial arrears Tuition fee in SIAK-NG Print Out	<input type="checkbox"/>
5	Have filled Special course ( <i>The first letter of word is capital, except conjunctions</i> ) Thesis Title in Indonesian Thesis Title in English	<input type="checkbox"/> <input type="checkbox"/>
6	Guidance schedule record with minimum of 8 times of meetings in SIAK-NG	<input type="checkbox"/>
7	Student's Profile Data (IDM) Print Out with ( <i>The first letter of word is capital</i> ) in SIAK-NG	<input type="checkbox"/>
8	Submit 2 pieces of black and white self-photo 6x6 (printed in doff photo paper, write the name, student's number, Major/Department. Dresscode: Male wearing suit and tie, Female wearing blazer)	<input type="checkbox"/>
9	Has already read Thesis Assessment Rubric	<input type="checkbox"/>

\*) Complete it within 1 month after Thesis Evaluation as requirements of getting certificate of graduation/Bachelor certificate

All requirements are completed  
 SBA,

(.....)





**THESIS EVALUATION REGISTRATION**

Academic Sub Division stated that;

Name : .....

Student's number : .....

Study Program : .....

Has registered to take Thesis Evaluation

Depok, .....,.....20.....  
All requirements are completed,  
SBA

(.....)

## S1.06 THESIS ASSESSMENT RUBRIC

FMIPA UI

Student's name :

Student's number :

NO	ASPECT	ASSESSMENT					SCORE
		VERY POOR	POOR	FAIR	GOOD	EXCELLENT	
		< 70	(70 - 74,9)	(75 - 79,9)	(80 - 84,9)	(85 - 100)	
1.	<b>Systematics and writing techniques are correspond to the guidance</b>	<input type="checkbox"/> Does not contain most of the items assessed in aspect 1	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Writing techniques (abstract – reference) are <b>less</b> systematic;</li> <li>▪ The introduction is <b>lack</b> of background,</li> <li>▪ riterature review, theory, and concept are <b>less relevant</b> with the research problem,</li> <li>▪ research methods do not fit to the research objectives,</li> <li>▪ references are <b>less relevant</b> and <b>less credible</b> (some are not peer-reviewed or official organization web site)</li> <li>▪ Formal Language and terms can be understood in accordance with Indonesian grammar but <b>inconsistent and unrelated.</b></li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Writing techniques (abstract – reference) are systematic in accordance with the guidance;</li> <li>▪ the introduction containing background,</li> <li>▪ literature reviews, theories, and concepts are relevant with the research problem,</li> <li>▪ research methods <b>do not fit yet</b> with the research objectives,</li> <li>▪ references are <b>less relevant</b> and <b>less credible</b> (some are not peer-reviewed or official organization web site).</li> <li>▪ Formal Language and terms can be understood, in accordance with Indonesian grammar and consistent.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Writing techniques (abstract – reference) are systematic in accordance with the guidance;</li> <li>▪ the introduction containing background,</li> <li>▪ literature reviews, theories, and concepts are relevant with the research problem,</li> <li>▪ research methods support with the research objectives,</li> <li>▪ references are <b>less relevant</b> but credible referensi (peer-reviewed or official organization web site).</li> <li>▪ Formal Language and terms are celar, in accordance with Indonesian grammar and consistent</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Writing techniques (abstract – reference) are systematics in accordance with the guidance;</li> <li>▪ the introduction containing background,</li> <li>▪ literature reviews, theories, teori and concepts are relevant with the research problem,</li> <li>▪ research methods support with the research objectives,</li> <li>▪ references are relevant and credible (peer-reviewed or official organization web site).</li> <li>▪ Formal Language and terms are very clear in accordance with Indonesian grammar and consistent.</li> </ul>	
2.	<b>Introduction (title, problems, objectives) and research hypothesis</b>	<input type="checkbox"/> There is no relevance with each other	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The background is still unclear in raising the problems,</li> <li>▪ objectives <b>has not answered the problem yet</b> (synthesis/analysis/characterization/evaluation/reconstruction) and hypothesis are <b>less relevant</b> with the problems</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The background is still unclear in raising problems,</li> <li>▪ objectives <b>has answered some of the problems</b> (synthesis/analysis/characterization/evaluation/reconstruction) and hypothesis are <b>less relevant</b> with the problems</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The background is clear in raising problems,</li> <li>▪ objectives has answered all the problems (synthesis/analysis/characterization/evaluation/reconstruction) and hypothesis are <b>less relevant</b> with the problems.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The background is clear in raising problems,</li> <li>▪ objectives has answered all the problems (synthesis/analysis/characterization/evaluation/reconstruction) and hypothesis are relevant with the problems.</li> </ul>	

3.	<b>Substance</b>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The content does not have any novelty (Master/Doctor)</li> <li>▪ The problem is discussed superficially</li> <li>▪ The concept of related science is used inappropriately and less comprehensive</li> <li>▪ Research objectives are not achieved</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The content has minor novelty (Master/Doctor)</li> <li>▪ The problem is discussed superficially</li> <li>▪ The concept of related science is used inappropriately and less comprehensive</li> <li>▪ Research objectives are achieved partially</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The content has novelty but contribute less to science discipline (Master/Doctor)</li> <li>▪ The problem is discussed in less depth</li> <li>▪ The concept of related science is used appropriately but less comprehensive</li> <li>▪ Research objectives are achieved partially</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The content has novelty but contribute less to science discipline (Master/Doctor)</li> <li>▪ The problem discussed have sufficient depth and breadth</li> <li>▪ The concept of related science is used appropriately and comprehensive</li> <li>▪ Research objectives are completely achieved</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The content has novelty and contribute to science discipline (Master/Doctor)</li> <li>▪ The problem discussed have high depth and breadth</li> <li>▪ The concept of related science is used appropriately and comprehensive</li> <li>▪ Research objectives are completely achieved</li> </ul>	
4.	<b>Method and Data analysis</b>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Discussion is still unclear;</li> <li>▪ Data are difficult to understand and does not support the research topic and not original.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Discussion contains <b>unclear relation</b> among all data analysis; Data comparison is <b>less supported</b> by related theories;</li> <li>▪ Information data is <b>quite understandable</b> (figure, table, graphic are quite clear) and <b>sufficient to support</b> the research topic and original.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Discussion contains <b>fairly clear</b> relation among all data analysis;</li> <li>▪ Data comparison is <b>quite supported</b> by related theories;</li> <li>▪ Information data is <b>quite understandable</b> (figure, table, graphic are quite clear) and <b>sufficient to support</b> the research topic and original.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Discussion contains <b>very clear</b> relation among all data analysis;</li> <li>▪ Data comparison is <b>quite supported</b> by related theories;</li> <li>▪ Information data is <b>quite understandable</b> (figure, table, graphic are quite clear) and <b>sufficient to support</b> the research topic and original.</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Discussion contains <b>very clear</b> relation among all data analysis;</li> <li>▪ Data comparison is <b>fully supported</b> by related theories;</li> <li>▪ Detailed data information (figure, table, graphic are clear) and very support the research topic and original.</li> </ul>	
5.	<b>Conclusion</b>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Conclusions are not made based on the existing results and discussions</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Accuracy in concluding the results related to the discussion are <b>insufficient</b> and <b>does not answer</b> the research problems and objectives</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Accuracy in concluding the results related to the discussion are <b>sufficient</b> but <b>does not answer</b> the research problems and objectives</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Accuracy in concluding the results related to the discussion are <b>pretty good</b> but <b>does not answer</b> the research problems and objectives</li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ Accuracy in concluding the results related to the discussion are <b>very good</b> and <b>have answered</b> the research problems and objectives</li> </ul>	
6.	<b>Presentation of Research Results</b>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The presentation is not structurally arranged,</li> <li>▪ The presentation is not focused on research that have been carried out,</li> <li>▪ Presentation materials preparation <b>are still lacking.</b></li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The presentation is not structurally arranged,</li> <li>▪ Sentences and languages structure are <b>poor,</b></li> <li>▪ Have a <b>bad attitude,</b></li> <li>▪ <b>Not focused on</b> research that have been carried out.</li> <li>▪ Presentation materials preparation are <b>not well-prepared.</b></li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The presentation is structurally arranged,</li> <li>▪ Sentences and language structures are <b>quite good,</b></li> <li>▪ Have a <b>good attitude,</b></li> <li>▪ <b>Quite focused on</b> research that have been carried out,</li> <li>▪ Presentation materials preparation are <b>well-prepared.</b></li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The presentation is structurally arranged,</li> <li>▪ Sentences and language structures are <b>good,</b></li> <li>▪ Have a <b>good attitude,</b></li> <li>▪ <b>Quite focused on</b> research that have been carried out,</li> <li>▪ Presentation materials preparation are <b>well-prepared.</b></li> </ul>	<input type="checkbox"/> <ul style="list-style-type: none"> <li>▪ The presentation is very structurally arranged,</li> <li>▪ Sentences and language structures are <b>good,</b></li> <li>▪ Have a <b>good attitude,</b></li> <li>▪ <b>Very focused on</b> research that have been carried out,</li> <li>▪ Presentation materials preparation are <b>very well-prepared.</b></li> </ul>	

7.	<b>Discussion</b>	<input type="checkbox"/> Does not answer most or the whole questions <input type="checkbox"/> not argumentative.	<input type="checkbox"/> <b>Does not</b> answer the question clearly, straightforward, exactly, nice/politely, <input type="checkbox"/> <b>Quite argumentative</b> based on data proof.	<input type="checkbox"/> <b>Sufficient</b> to answer the question clearly, straightforward, exactly, nice/politely, <input type="checkbox"/> Argumentative based on <b>some</b> data evidence.	<input type="checkbox"/> Able to answer the question clearly, straightforward, exactly, nice/politely, <input type="checkbox"/> Argumentative based on <b>some</b> data evidence.	<input type="checkbox"/> Able to answer the question clearly, straightforward, exactly, nice/politely, <input type="checkbox"/> Argumentative based on <b>all</b> data evidence.	
8.	<b>Thesis completion process and scientific attitude *(addition for Supervisor)</b>	<input type="checkbox"/> Proposal preparation until Thesis completion does not improve final project quality.	<input type="checkbox"/> Proposal preparation until Thesis completion are <b>insufficient</b> to improve final project quality, <input type="checkbox"/> Has followed <b>some</b> supervisor's instruction, <input type="checkbox"/> Communications are less effective, <input type="checkbox"/> Revision quality is <b>not quite good</b> .	<input type="checkbox"/> Proposal preparation until Thesis completion are <b>sufficient</b> to improve final project quality, <input type="checkbox"/> Has followed <b>some</b> supervisor's instruction, <input type="checkbox"/> Communications are quite effective, <input type="checkbox"/> Revision quality is <b>quite good</b> .	<input type="checkbox"/> Proposal preparation until Thesis completion improves final project quality, <input type="checkbox"/> Has followed <b>all</b> supervisor's instruction, <input type="checkbox"/> Communications are effective, <input type="checkbox"/> Revision quality is <b>quite good</b> .	<input type="checkbox"/> Proposal preparation until Thesis completion fully improves final project quality, <input type="checkbox"/> Has followed <b>all</b> supervisor's instruction, <input type="checkbox"/> Communications are effective, <input type="checkbox"/> kualitas revisi yang dilakukan sangat baik Revision quality is <b>very good</b> .	
<b>Total Score</b>							
<b>Average Score</b>							

**\*Explanation:**

- Given score: 0 – 100
- Score Range : 85 - 100 (A), 80 - 84,9 (A-), 75 - 79,9 (B+), 70 - 74,9 (B), 65 - 69,9 (B-), 60 - 64,9 (C+), 55 - 59,9 (C), 40 - 54,9 (D)
- If average score < 70, student should revise their Thesis and do Re-evaluation, Re-evaluation may be carried out two weeks later after the previous Evaluation and equipped a statement letter with supervisor approval that they have revised their Thesis in accordance with Committee's suggestion.
- Supervisors filled aspect 1-7, and Evaluators filled aspect 1-6

Depok, ..... 2019

( )

Pembimbing/Penguji

**Notes:**

- This rubric must be handed to committee along with Thesis draft within 5 days before Evaluation Thesis begin
- At the end of the Thesis evaluation, Evaluators must filled all aspects required in this rubric. For every aspect that are still lacking, short explanation should be added.
- This rubric must be completed, even committees considered this Thesis are not worthy.
- This rubric is filled secretly, so this rubric must be handed directly to the Head of Thesis Evaluation, not student.





**EXPLANATION/SUGGESTION FOR THESIS REVISION ACCORDING TO  
ASSESSMENT ASPECTS**

**Student's name** :  
**Student's number** :

NO	ASPECTS	EXPLANATION/SUGGESTION
1.	<b>Writing Systematic and techniques according to the guidance</b>	
2.	<b>Introduction (title, problems, objectives) and hypothesis</b>	
3.	<b>Method dan data analysis</b>	
4.	<b>Conclusion</b>	
5.	<b>Presentation</b>	
6.	<b>Discussion</b>	
7.	<b>Thesis completion process and scientific attitude *(addition for Supervisor)</b>	

Depok, ..... 2019

(  
Supervisor/Evaluator  
)



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**S1.07 THESIS ASSESSMENT RECAPITULATION**

**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
 UNIVERSITAS INDONESIA**

Name : \_\_\_\_\_

Student's number : \_\_\_\_\_

Research Topic : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Supervisor's Name	AVERAGE SCORE *	AVERAGE SCORE Supervisor	FINAL NUMBER **	FINAL SCORE
1.				
2.				
EVALUATOR'S NAME	AVERAGE SCORE*	AVERAGE SCORE Evaluator		
1.				
2.				

\*AVERAGE SCORE difference must not be  $\geq 15$

\*\*FINAL NUMBER :  $(60\% \times \text{Supervisors average score}) + (40\% \times \text{Evaluators average score})$

FINAL SCORE :

NUMBERS	LETTER	POINT
85 - 100	A	4.0
80 - 84	A -	3.7
75 - 79	B+	3.3
70 - 74	B	3.0
65 - 69	B -	2.7
60 - 64	C+	2.3
55 - 59	C	2.0
40 - 54	D	1.0
0 - 39	E	0

Depok, .....

Leader of the Evaluation

( \_\_\_\_\_ )  
 NIP/NUP.





**S1.08 THESIS EVALUATION REPORT**

**UNDERGRADUATE PROGRAM OF FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
 UNIVERSITAS INDONESIA**

**I. Thesis Evaluation Committee :**

Day : .....  
 Dates : .....  
 Thesis Evaluation : .....  
 Start at : .....  
 End at : .....  
 Condition : .....

II. For the : .....

Student's name : .....

Student's number : .....

III. Thesis Title : .....

.....  
 .....

**IV. DECISION**

In this evaluation, candidate is **PASS/NOT PASS\*)** with final result  
 \*\*),.....

Therefore, concerned student have to/do not have to\*) return to carry out the next Thesis Evaluation in  
 Department of ---- .... Faculty of Mathematics and Natural Sciences – UI.

**V. COMMITTEE:**

Committees should sign this report as an evidence of this Evaluation considered to be legitimate.

**HEAD**

**SECRETARY**

.....  
 NIP/NUP.

.....  
 NIP/NUP.

**MEMBERS**

**N A M E :**

**S I G N:**

1. ....

1. ....

2. ....

2. ....

\*) *Scratch the unnecessary ones*

\*\*) *Number's score and Letter's score are added.*