



25671038

**National Institute of Development Administration Announcement
on Repeal of National Institute of Development Administration Announcement
on Requirements for Students to Write Thesis via E-THESIS System**

Following the National Institute of Development Administration Announcement requiring students write their thesis via the E-THESIS system, the Executive Management Subcommittee on Education in its 2/2564 Meeting on 10 February B.E. 2564 subsequently adopted a new system, I-THESIS, to allow better stability yet remain similar to the former E-THESIS.

By virtue of section 40 of the National Institute of Development Administration Act B.E. 2562 and the Resolution of the Executive Management Committee in its 7/2567 Meeting on 27 July B.E. 2567, the National Institute of Development Administration Announcement on Requirements for Students to Write Thesis via E-THESIS shall be repealed as follows.

No. 1 This Announcement shall come into force one day following its publication.

No. 2 The National Institute of Development Administration Announcement on Requirements for Students to Write Thesis via E-THESIS System dated 21 November B.E. 2559

No. 3 The Institute shall close down the I-THESIS system on 1 October B.E. 2567. shall be repealed.

Transitional Provision

No. 4 Students who have written their thesis via the I-THESIS system under the repealed Announcement according to No. 2 of this Announcement shall do the following:

(1) In case of students who have finalised the thesis to request graduation or are in the process of finalisation pending thesis publication prior to the closure of the I-THESIS system, the students may continue using the system until the thesis is finalised and submit it via the I-THESIS system for graduation, or transfer data from the I-THESIS system and proceed with thesis writing through a system external to I-THESIS.

(2) In case it is not possible to finalise the thesis for graduation prior to the closure of the I-THESIS system, students shall transfer data from the I-THESIS system and proceed with thesis writing through a system external to I-THESIS.

Procedures for the transfer of data from the I-THESIS system shall be in accordance with the Attachment of this Announcement.

No. 5 Thesis formatting and thesis editing procedures that students use in a system external to the I-THESIS system shall be in accordance with a National Institute of Development Administration Announcement relating to thesis formatting and thesis editing procedures for students of the Institute.

Announced on 22 August B.E. 2567 (2024)

A handwritten signature in black ink, appearing to read 'T. Lorsuwannarat', with a stylized flourish at the end.

(Professor Tippawan Lorsuwannarat, Ph.D.)

President, National Institute of Development Administration

How to transfer a file from iThesis to Ms Word

1. Download a thesis template from the library's website. If you do not wish to use the template, start typing in a blank document to use as a starter file by referring to the format prescribed by the Institute.
2. Edit and fill in the details in the template such as the title, name of author, school, program and so on in the provided tabs.

The image shows two pages of a thesis template. The left page contains the following text:

DISSERTATION/THESIS TITLE (TYPE THE FIRST LINE
LONGER THAN THE SECOND LINE)

- Fill in the details in the grey tabs.

First name Last name (Do not enter the prefix)

A Dissertation Thesis Submitted in Partial
Fulfillment of the Requirements for the Degree of
Doctor/Master of (Name of Degree) (Name of Program if available)

(School/Faculty Name)

National Institute of Development Administration
Academic Year:

The right page contains the following text:

DISSERTATION/THESIS TITLE (TYPE THE FIRST LINE
LONGER THAN THE BOTTOM LINE)

First name Last name (Do not enter the prefix)

(School/Faculty Name)

Academic Position: Major Advisor
(First name Last name, Degree)

Academic Position: Co-Advisor
(First name Last name, Degree)

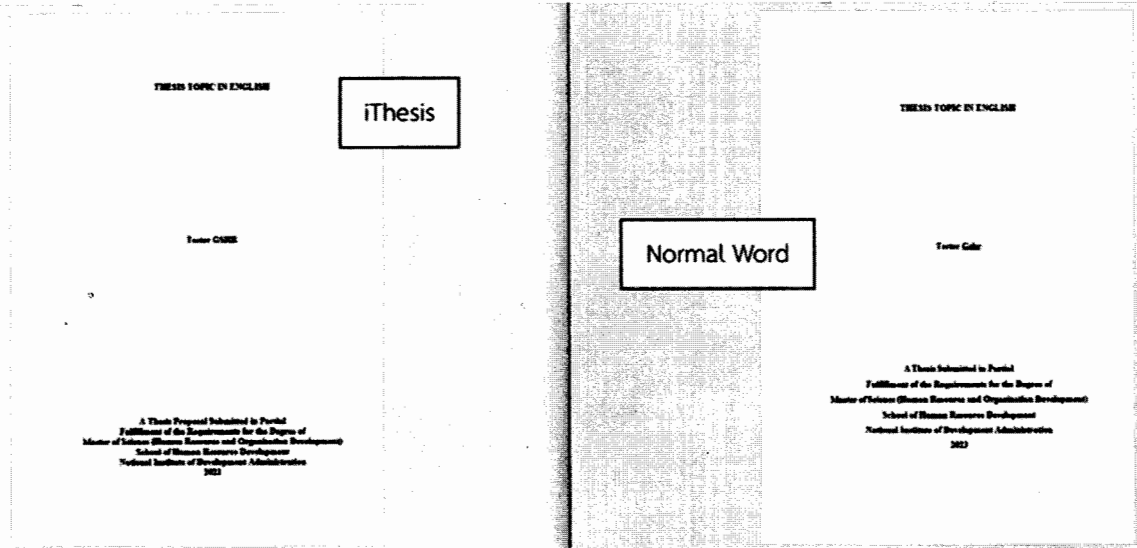
The Examining Committee Approved This Dissertation Thesis Submitted in
Partial Fulfillment of the Requirements for the Degree of (Name of Degree) (Name of
Program if available)

Academic Position: Committee Chairman
(First name Last name, Degree)

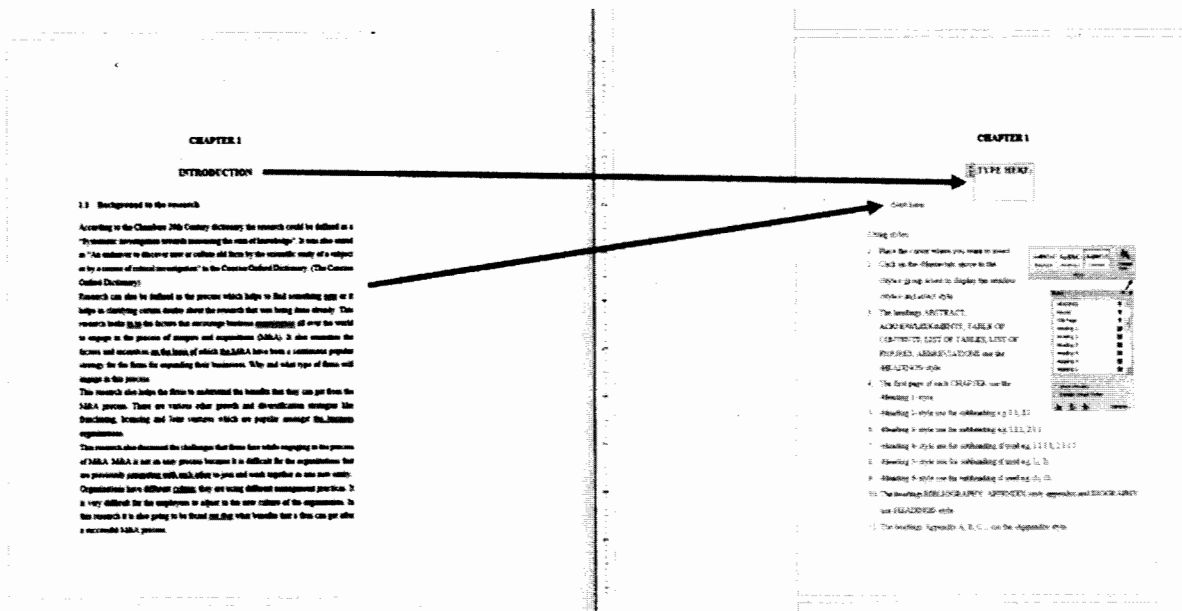
Academic Position: Committee
(First name Last name, Degree)

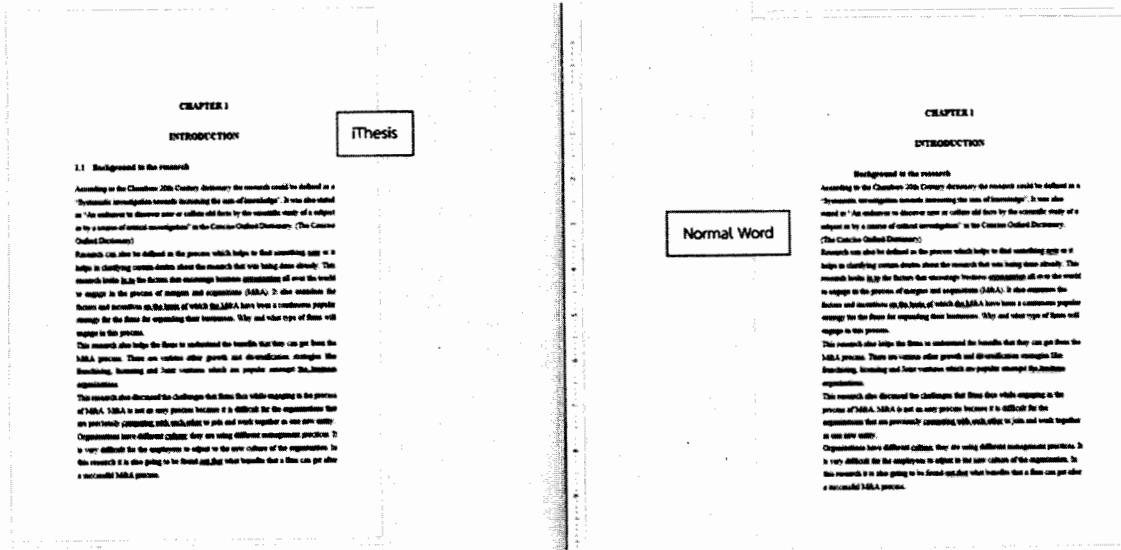
Academic Position: Committee
(First name Last name, Degree)

3. After filling in all the details, this becomes a starter file as if you had generated it through iThesis.

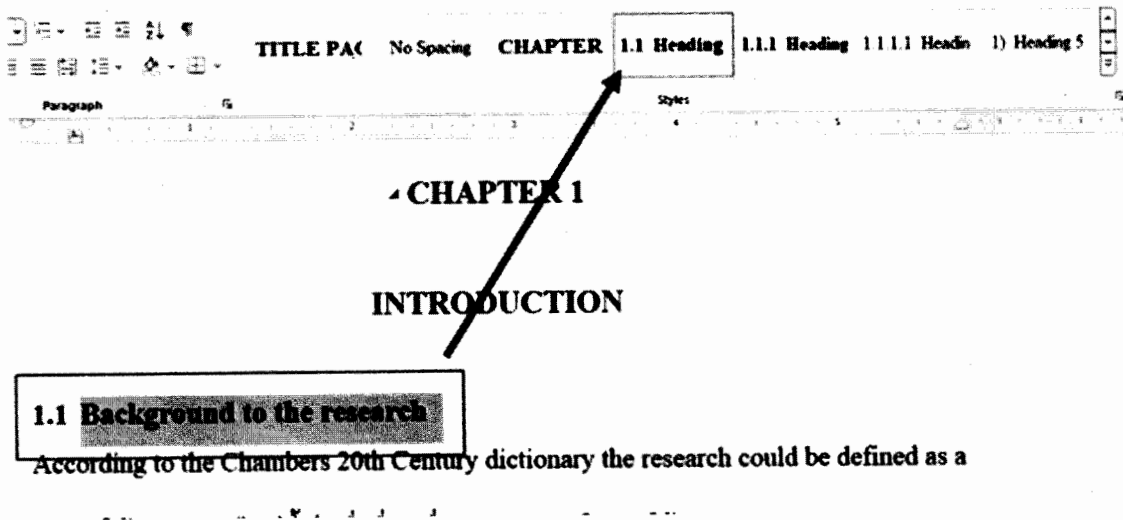


4. Open the file that has been generated through iThesis, copy all of its content and paste it in the new file for each chapter. Start by inserting the chapter name in they 'TYPE HERE' tab underneath the chapter number. Then insert the content in the 'Start here' tab.

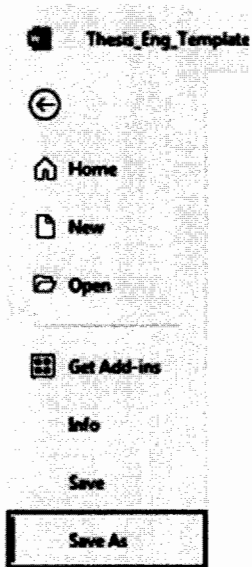




5. Format the content. You can use MS Word tools to format the content such as 'Styles' when setting headings.



6. 'Save As' this file in a different name for convenience.



7. Be sure to always back up this file or save it in Cloud to prevent loss.