

Office of the College Secretary  
College of Science  
University of the Philippines  
Diliman, Quezon City 1101

## **GUIDELINES FOR SUBMISSION OF THESIS**

1. Graduating students are required to submit one (1) bound copy of their undergraduate thesis and one (1) CD, properly labeled (see page 4) ,containing the *pdf* file of their thesis. Thesis should be printed on an A4 size paper. Please refer to the format of the front and side bound cover of the thesis below.
2. The thesis should include a title page, IPR page and an approval sheet. The IPR page should be signed by the student and the thesis adviser. The approval sheet should be signed by the thesis adviser and the head of the department/institute. See examples on the next page.
3. Deadline for submission of thesis and CD is on the last day of submission of grades for the term in which the student expects to graduate.
4. Bound copies of the thesis together with the CD are submitted by the home department/institute of the student and are accompanied by the official report of grade for the thesis to the Office of the College Secretary, College of Science.

## **FORMAT OF FRONT BOUND COVER OF THESIS**

The following information (TNR 16 font, center justified) should be found on the front bound cover of the thesis properly spaced. See example on the next page.

1. Title (in capital letters)
2. Name of student (in capital letters)
3. Name of department/institute (in capital letters) followed by the following (center justified):  
College of Science  
University of the Philippines  
Diliman, Quezon City
4. Month and year of submission (in capital letters)

## **FORMAT OF THE SIDE BOUND COVER OF THESIS**

The following information (in capital letters) should be found on the side bound cover of the thesis, properly spaced, bounded by two vertical lines and separated by a single vertical line. See example on page 3.

1. Initial of the student's first and middle name each followed by a period (".") and then the student's full last name.
2. Title of the thesis. If the whole title of the thesis will not fit, only the first words that will fit followed by three periods ("...") will suffice.
3. Year of submission preceded by the initial of the University of the Philippines, i.e., "UP".

SAMPLE FRONT BOUND COVER

PROBING THE RATIO VECTORS OF CHEBYSHEV  
POLYNOMIALS

BENEDICT UY BIGCAS

DEPARTMENT OF MATHEMATICS  
College of Science  
University of the Philippines  
Diliman, Quezon City

MAY 2007

SAMPLE TITLE PAGE



UNIVERSITY OF THE PHILIPPINES

**ON CLASS NUMBERS OF BICYCLIC BIQUADRATIC FIELDS**

By

**JOSEPH RAY CLARENCE G. DAMASCO**

A Master's Thesis Submitted to the  
Institute of Mathematics  
College of Science  
University of the Philippines  
Diliman, Quezon City

In Partial Fulfillment of the Requirements  
For the Degree of  
**Master of Science in Mathematics**

October 2012

**SAMPLE IPR PAGE**

**On Class Numbers of Bicyclic Biquadratic Fields**

**by Joseph Ray Clarence G. Damasco**

MS Thesis, Institute of Mathematics

University of the Philippines Diliman

October 2012

Classification\* : P

\* I – invention or creation, P – publication, C – confidential information

Available to the general public	Yes
Available only after consultation with author/adviser for thesis/dissertation	No
Available only to those bound by nondisclosure or confidentiality agreement	No

---

Joseph Ray Clarence G. Damasco  
Student

---

Fidel R. Nemenzo, D.Sc.  
Thesis Adviser

||| A.J.G. ALCARAZ | ISOTHERMAL FLOW-MIX CALORIMETRY: MEASUREMENT OF ENTHALPY CHANGE ... | UP 2007 |||

||| B.U. B IGCAS | PROBING THE RATIO VECTORS OF CHEBYSHEV POLYNOMIALS | UP 2007 |||

SAMPLE SIDE BOUND COVER

### SAMPLE FORMAT OF FRONT COVER OF CD

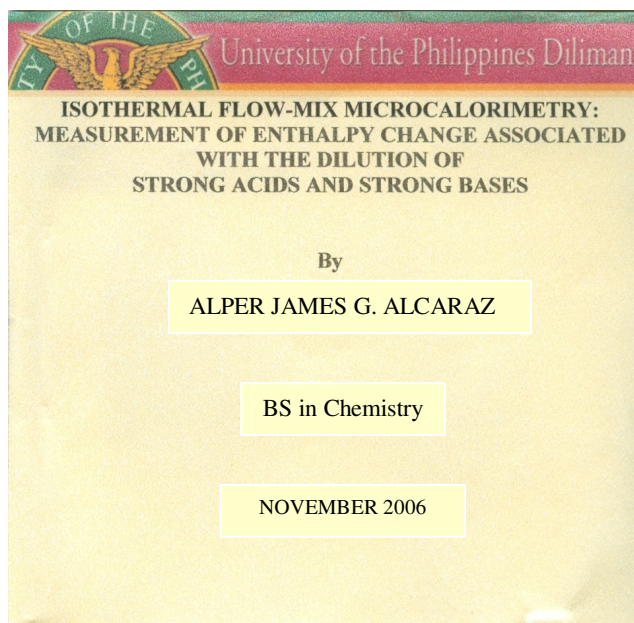
UP logo and name →

Title (in capital letters) →

Name (in capital letters) →

Degree and Course →

Month (in capital letters) and Year of submission →



### SAMPLE FORMAT OF LABEL ON CD

Title (in capital letters) →

Name (in capital letters) Student number →

