

## **Conditions for Forming the Examination and Discussion Committee**

### **1. Digital Transformation Certificate**

The applicant must obtain a Digital Transformation Certificate from Helwan University only.

### **2. Submission of Final Thesis Version**

The final version of the thesis must be submitted to the Digital Library via email in both Word and PDF formats for plagiarism checking.

### **3. Thesis Details Form**

A printed form containing the thesis details must be attached. This form must be filled out by hand and not typed.

### **4. Plagiarism Percentage**

The acceptable plagiarism percentage must be within the range of 15% to 20%.

### **5. Research Publication Requirement (Master's Degree Candidates)**

A certificate confirming the publication of a research paper derived from the thesis must be submitted.

### **6. Approval Signatures and Stamping**

A copy of the thesis, signed by the supervisors, the Vice Dean for Graduate Studies and Research, and the Dean of the Faculty, must be submitted. The copy must also bear official stamps.

This copy will be submitted sequentially to:

- The Department Council
- The Graduate Studies Committee
- The Faculty Council

## 7. Thesis Validity Report

A computer-typed report confirming the validity of the thesis must be submitted. The report must be signed by the supervisors, the Vice Dean for Graduate Studies, the Dean of the Faculty, and members of the Examination and Discussion Committee.

The report should specify the role of each member and clearly indicate the Chair of the Committee (the most senior professor among them).

## 8. Thesis Abstracts and Summaries

Submit the following to the Graduate Studies Department:

- 2 Arabic abstracts
- 2 English abstracts
- 2 Arabic summaries
- 2 English summaries

Each copy must include a cover page signed by the supervisors, the Vice Dean for Graduate Studies and Research, and the Dean of the Faculty, and must be officially stamped.

## 9. Payment of Fees

All tuition and fees must be fully paid, except for teaching assistants and assistant lecturers at the faculty.