

## **GUIDELINES FOR SUBMISSION OF UNDERGRADUATE THESIS**

1. Graduating students are required to submit one (1) bound copy of their undergraduate thesis and a pdf copy 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 institute. See examples on the next page.
3. Deadline for submission of thesis and pdf copy 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 and the pdf copy are submitted by the home institute of the student and are accompanied by the official report of grades 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".

## **SUBMISSION OF THE *pdf* COPY OF THE THESIS**

The pdf copy is to be submitted to the students' respective institutes, and the file name should be in the following format:

LAST NAME, FIRST AND MIDDLE NAMES INITIAL SEM.AY\_THESIS TITLE  
(example: **DELA CRUZ, JD 2.17-18\_On Fermat's Last Theorem**)

(Sample Title Page for Thesis Classification I: has patentable or registrable invention or creation)



**UNIVERSITY OF THE PHILIPPINES**

**Bachelor of Science in Biology**

**Marc Timothy C. Tan**

*Population genetic structure of the Philippine native catfish, *Clarias macrocephalus*, and its implications for conservation and management*

Thesis Adviser:

**Jonas P. Quilang, Ph.D.**

**Institute of Biology**

**University of the Philippines Diliman**

Thesis Examiner:

**Brian S. Santos, M.Sc.**

**Institute of Biology**

**University of the Philippines Diliman**

Date of Submission

1 April 2014

Thesis Classification:

**I**

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(Sample Title Page for Thesis Classification of **P**: author wishes to publish the work personally)



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(Sample Title Page for Thesis Classification of C: confidential information of a third-party is embedded)



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**F**

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(Sample Endorsement Page to be signed by the Adviser, Co-Adviser if any, Reader if any, Examiner if any, and Director)

Institute of Biology  
College of Science  
University of the Philippines  
Diliman, Quezon City

### ENDORSEMENT

This is to certify that this undergraduate thesis entitled **Population Genetic Structure of the Philippine Native Catfish, *Clarias macrocephalus*, and its Implications for Conservation and Management** prepared and submitted by Marc Timothy Calimbahin Tan in partial fulfillment of the requirements for the degree of Bachelor of Science in Biology, is hereby accepted.

JONAS P. QUILANG, Ph.D.  
Thesis Adviser

IAN KENDRICH C. FONTANILLA, Ph.D.  
Thesis Reader  
[If any]

BRIAN S. SANTOS, M.Sc.  
Thesis Examiner  
[If any]

The Institute of Biology endorses acceptance of this undergraduate thesis as partial fulfillment of the requirements for the degree of Bachelor of Science in Biology.

SONIA D. JACINTO, Ph.D.  
Director  
Institute of Biology

Appendix 6 (Sample Front Bound Cover)

POPULATION GENETIC STRUCTURE OF THE PHILIPPINE  
NATIVE CATFISH, *CLARIAS MACROCEPHALUS*, AND ITS  
IMPLICATIONS FOR CONSERVATION AND MANAGEMENT

MARC TIMOTHY CALIMBAHIN TAN

INSTITUTE OF BIOLOGY  
College of Science  
University of the Philippines  
Diliman, Quezon City

APRIL 2014

Appendix 7 (Sample Side Bound Cover)

|| M.T.C. TAN | POPULATION GENETIC STRUCTURE OF THE PHILIPPINE NATIVE CATFISH... | UP 2014 ||



**SAMPLE IPR PAGE**

**On Fermat's Last Theorem**

**by Juan P. Dela Cruz**

BS Thesis, Institute of Mathematics  
University of the Philippines Diliman  
May 2018

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

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Juan P. Dela Cruz  
Student

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Richell O. Celeste, Ph.D.  
Thesis Adviser