**KEMENTERIAN AGAMA**



**UNIVERSITAS ISLAM NEGERI WALISONGO**

# FAKULTAS ILMU TARBIYAH DAN KEGURUAN

Alamat: Jalan Prof.Dr.Hamka (Kampus II) Ngaliyan Semarang Telp. (024) 7601295

**SURAT KETERANGAN MENYAKSIKAN**

**UJIAN KOMPREHENSIF / MUNAQOSAH SKRIPSI**

Diberikan Kepada :

Nama :

NIM / Jurusan :

Atas partisipasinya dalam menyaksikan ujian Komprehensif / Munaqosah Skripsi

1. Semarang, ................................................Sekretaris Sidang.........................................
2. Semarang, ................................................Sekretaris Sidang.........................................
3. Semarang, ................................................Sekretaris Sidang.........................................

Formulir Surat Keterangan ini digunakan sebagai salah satu syarat pendaftaran ujian Komprehensif / Munaqosah Skripsi yang dilaksanakan pada hari dan majelis yang berbeda.

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**CHECK LIST**

**PERSYARATAN WISUDAWAN**

**FAKULTAS ILMU TARBIYAH DAN KEGURUAN**

**UIN WALISONGO SEMARANG**

**NAMA :**

**NIM :**

**JURUSAN/PRODI :**

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| **NO** | **URAIAN** | **ADA/TIDAK** |
| 1 | Foto ukuran 3X4 = 6 Lembar (Background merah dan kertas dop) |  |
| 2 | Foto ukuran 3X2 = 6 Lembar (Background merah dan kertas dop) |  |
| 3 | KTM Asli /surat registrasi mahasiswa |  |
| 4 | Transkrip nilai yang telah mendapatkan cheklist & di tandatangani petugas |  |
| 5 | HSS asli dari semester 1 s/d terakhir |  |
| 6 | Foto copy nilai Bimbingan, Kompre, dan Munaqosah |  |
| 7 | Biodata wisudawan asli bermaterai 6000 |  |
| 8 | Foto copy Biodata wisudawan copy 1 lembar |  |
| 9 | Fotocopy Akta kelahiran 1 lembar |  |
| 10 | Fotocopy ijazah SMA/MA 1 lembar |  |
| 11 | Bebas Perpus |  |
| 12 | Semua berkas dari nomor 1 s/d 7 dimasukkan dalam Amplop coklat besar dan  bertuliskan : Nama, Nim, Jurusan/Prodi, dan No HP yang aktif |  |
| 13 | Mengisi tracer.walisongo.ac.id (menghubungi bagian akademik) |  |
| 14 | Mengisi SKPI dengan alamat (skpi.walisongo.ac.id) |  |
| 15 | Mengumpulkan IMKA dan TOEFL (Khusus Jur. PGMI ada Sertifikat KMD) |  |

**Semarang, .....................20**

**( Petugas)**

**CHECK LIST**

**PERSYARATAN WISUDAWAN**

**FAKULTAS ILMU TARBIYAH DAN KEGURUAN**

**UIN WALISONGO SEMARANG**

**NAMA :**

**NIM :**

**JURUSAN/PRODI :**

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**Semarang, .....................20**

**( Petugas)**

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|  | | PERSYARATAN UJIAN KOMPREHENSHIF | | | |  | | | |  | |  | |  | | |  | | |  | | |
|  | | FAKULTAS ILMU TARBIYAH DAN KEGURUAN  UIN WALISONGO SEMARANG | | | |  | | | |  | |  | |  | | |  | | |  | | |
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| NO | URAIAN | | | | | | ADA/TIDAK |
| 1 | Foto copy KTM | | | | | |  |
| 2 | Foto copy Kartu Registrasi | | | | | |  |
| 3 | Transkip Nilai Yang Telah Mendapat Persetujuan (asli) | | | | | |  |
| 4 | Transkip Nilai ko-kurikuler (asli) | | | | | |  |
| 5 | Surat Keterangan Bebas Laboratorium ( Khusus Mahasiswa Tadris) | | | | | |  |
| 6 | Membawa Check list Kelengkapan Administrasi Ujian | | | | | |  |
| 7 | Semua berkas dimasukkan dalam Stopmap WARNA MERAH Bertuliskan Nama, Nim, Jurusan/ Prodi, dan No. Hp | | | | | |  |
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|  | | FAKULTAS ILMU TARBIYAH DAN KEGURUAN  UIN WALISONGO SEMARANG | | | |  | | | |
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| **`** | | **CHECK LIST** | | | |  | | | |  | | |  | | |  | | | |  | | | |  | | | | |
|  | | **PERSYARATAN MUNAQOSYAH SKRIPSI** | | | |  | | | |  | | |  | | |  | | | |  | | | |  | | | | |
|  | | **FAKULTAS ILMU TARBIYAH DAN KEGURUAN**  **UIN WALISONGO SEMARANG** | | | |  | | | |  | | |  | | |  | | | |  | | | |  | | | | |
| **NAMA** | | | **:** | | | | | |  | |  | | |  | | |  | | | |  | | | | |  | | | |
| **NIM** | | | **:** | | | | | |  | |  | | |  | | |  | | | |  | | | | |  | | | |
| **JURUSAN/PRODI** | | | **:** | | | | | |  | |  | | |  | | |  | | | |  | | | | |  | | | |
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| **NO** | **URAIAN** | | | | | | **ADA/TIDAK** |
| 1 | Surat Keterangan Lulus (nilai) Ujian Komprehenshif | | | | | |  |
| 2 | Naskah Skripsi 4 Eksemplar | | | | | |  |
| 3 | Surat Persetujuan Pembimbing 1 dan 2 Untuk Munaqosyah | | | | | |  |
| 4 | Nilai Pembimbing 1 dan 2 | | | | | |  |
| 5 | Foto copy KTM | | | | | |  |
| 6 | Foto copy Kartu Registrasi | | | | | |  |
| 7 | Surat Keterangan Menyaksikan Ujian Munaqosyah Minimal 3 kali (asli) | | | | | |  |
| 8 | Transkip Nilai Yang Telah Mendapat Persetujuan (asli) Dari Petugas | | | | | |  |
| 9 | Surat Keterangan Bebas Kuliah (asli) | | | | | |  |
| 10 | Foto Copy Piagam KKN | | | | | |  |
| 11 | Blangko Chek List Persyaratan Munaqosyah | | | | | |  |
| 12 | Semua Berkas Dimasukkan Dalam Stopmap **WARNA HIJAU** Bertuliskan  Nama, Nim, Jurusan/Prodi, dan Judul Skripsi | | | | | |  |
|  | **Semarang, …………………20** | | | | | | |  | | | |  | | |  | | |  | | | |  | | | | |  | | | |
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| **NAMA** | | | **:** | | | | | |  | |
| **NIM** | | | **:** | | | | | |  | |
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