



APPLICATION REQUIREMENTS / INSTRUCTIONS

1. Please read the instructions in this form carefully before completing it. Failure to adhere to the eligibility requirements and application procedures could lead to application being rejected.
2. Applicants must be UiTM postgraduate students with an **ACTIVE** status.
3. All applicants are required to submit their application form together with the following documents:

- i. Full paper ready for publication;
- ii. Proof of journal indexing (ISI/SCOPUS/WOS/MyCite);

- iii. Acceptance letter from the journal publisher; and
- iv. Journal publication fee information/proofreading service invoice.

4. Completed form must be submitted to the address below or email to:

**Department of Academic Development, Resources & Students,
Institute of Postgraduate Studies,
Level 4, Bangunan Sarjana,
Universiti Teknologi MARA,
40450 Shah Alam, Selangor, MALAYSIA.**

Email: pasp@uitm.edu.my

Phone: 03-5543 8392 / 03-5543 8438

A. APPLICANT'S PARTICULARS

Name:

Student ID:

 Programme Code:

 Semester:

IC Number / Passport No.:

 Contact Number:

Current Address:

 Postcode:

E-mail:

Have you received IPSis Journal Support Fund in the past? Yes ☐ No ☐

Reference of IPSis Approval Letter (if applicable):

Main Supervisor:

Co-Supervisor: (if applicable)

Research Title:
.....
.....
.....
.....

Article's Title:

[illegible]

Journal Name:

[illegible]

Issue No.:

--	--	--	--	--	--	--	--	--

[illegible]

--	--	--	--	--	--	--	--	--

The information I have given in this application is true and correct.

Name:

[illegible]

Date:

		/			/	2	0		
--	--	---	--	--	---	---	---	--	--

Name:

[illegible]

Faculty:

Supervisor's Recommendation:
(in terms of the quality of the paper and relevancy)

[illegible]

.....
Signature

Date _____

.....
Name and Official Stamp

E. ENDORSEMENT BY HEAD OF POSTGRADUATE STUDIES FACULTY

☐

Endorsed

☐

Not endorsed

Comment:

.....

.....

.....

.....
Signature

.....
Date

.....
Name and Official Stamp

FOR OFFICE USE ONLY

The Committee of the Meeting recommended the following decision on

(Date of committee meeting)

		/			/	2	0		
--	--	---	--	--	---	---	---	--	--

Results

Comment

Accept

☐

KIV

☐

Reject

☐

.....

.....

.....