



APPLICATION REQUIREMENTS / INSTRUCTIONS

- Please fill in the details as required in the form before submitting it to the Institute of Postgraduate Studies (IPSis) office.
- Conference / Journal Support Fund is granted on a reimbursement basis upon receipt of the documents specified below:
 - Original copy of relevant receipts.
 - A copy of Approval Letter from IPSis.
 - A copy of Attendance Certificate (*for conference only*).
 - A hardcopy of slides using IPSis PowerPoint template (*for conference only*).
- A complete form should be submitted within **14** days of the conference conclusion / of publication to 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:									Contact Number:																
Bank Account Number:																	Programme Code:								
Bank:																									
E-mail:																									
Reference of IPSis Approval Letter:																									

B. DETAILS OF CONFERENCE

Name of Conference:																								
Date:	<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 10px;"></div> <div style="margin: 0 10px;">/</div> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 10px;"></div> <div style="margin: 0 10px;">/</div> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 10px;"></div> <div style="margin: 0 10px;">20</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div>																							
Conference Venue:																								
Organiser:																								
Title of Paper presented at the conference:																								

C. DETAILS OF JOURNAL

Article's Title:																									
Journal Name:																									
Volume No.:											Issue No.:														
ISSN No.:											Page No.:														

D. AMOUNT APPROVED BY TABUNG AMANAH IPSIS (As stated in IPSis Approval Letter)

Grant Amount :

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E. BENEFITS GAINED OF ATTENING THE CONFERENCE (for Conference Support Fund Recipients only)

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F. FAILURE OF ATTENDING CONFERENCE (for Conference Support Fund Recipients only)

Reason of not attending:
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G. VERIFICATION FOR CONFERENCE / JOURNAL REPORT

Please sign and get the verification from Head of Postgraduate Studies Faculty before submitting it to the Institute of Graduate Studies office.

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Student Signature

Date:

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Signature & Official Stamp
Head of Postgraduate Studies Faculty