


APPLICATION REQUIREMENTS / INSTRUCTIONS

- Please read the instructions in this form carefully before completing it. Failure to adhere to the eligibility requirements and application procedures could lead to the application being rejected.
- Applicants must be UiTM postgraduate students with an **ACTIVE** status.
- All applicants are required to submit their application **60 DAYS** prior to the date of the commencement of activity with the following documents:

- | | |
|---|---|
| i. Application Form; | iv. Invitation Letter; |
| ii. Cover Letter from the Faculty / College / Branch / COE; | v. Competition Brochure (if applicable). |
| iii. Activity Paper Work (with details expenses); | iv. Student Overseas Trip Approval Letter |

- 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: 03-5544 4705 / 03-5544 4730

A. APPLICANT'S PARTICULARS

Name:																														
Student ID:							Programme Code:							Semester:																
IC No. / Passport No.:							Contact Number:																							
Current Address:																									Postcode					
E-mail:																														

B. ACTIVITY INFORMATION

Type of Activity: Please Tick (✓)

Virtual Mobility	<input type="checkbox"/>	Research Attachment	<input type="checkbox"/>	Summer Program MoU/MoA	<input type="checkbox"/>
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Venue of Activity:

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Date of Activity: / / 2 0

Amount Applied: R M .

C. DECLARATIONS

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

Name:

Signature: _____ Date:

		/			/	2	0		
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D. SUPERVISOR'S COMMENT (To be filled by Main Supervisor)

Name:

Faculty:

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

.....
Date

.....
Name and Official Stamp

E. ENDORSEMENT BY HEAD OF POSTGRADUATE STUDIES FACULTY

Endorsed
 Not endorsed

Comment:
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.....

.....
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		
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Results	Comment
<p>Accept <input type="checkbox"/></p>
<p>KIV <input type="checkbox"/></p>
<p>Reject <input type="checkbox"/></p>



SENARAI SEMAK PERMOHONAN DANA MOBILITI PASCASISWAZAH UiTM

Senarai semak ini perlu dikemukakan oleh setiap pelajar yang memohon.

- Permohonan hendaklah dihantar ke Institut Pengajian Siswazah melalui email ke pas@uitm.edu.my **60 hari sebelum program bermula.**
- Hanya permohonan dengan dokumen sokongan yang lengkap akan diproses.
- Bagi surat kelulusan pelajar ke luar negara (Dokumen Bil. *4) yang masih dalam proses oleh HEP, pelajar perlu terlebih dahulu mengemukakan salinan surat permohonan pelajar ke luar negara (Dokumen Bil. 3) bagi membolehkan permohonan Dana Mobiliti Pelajar diproses.
- Dokumen Bil. *4 wajib dikemukakan sebelum pembayaran dana dilakukan KECUALI bagi program Virtual Mobility.

Nama Pelajar	:	No. Pelajar	:
Kursus	:	Cawangan	:
Fakulti / Kolej Pengajian	:			
Nama Program	:			
Tempat Program	:	Negara	:
Tarikh Mula	:	Tarikh Tamat	:
Tujuan Program	:			

DOKUMEN SOKONGAN

Tarikh Diterima Oleh IPSis: _____

BIL	PERKARA	TINDAKAN (/)		CATATAN
		PEMOHON	IPSis	
1.	Salinan asal surat permohonan dana dan sokongan dari Dekan Fakulti/Rektor Kampus Cawangan/Pengarah COE kepada Dekan Institut Pengajian Siswazah			
2.	Salinan surat penerimaan daripada rakan universiti (<i>Acceptance Letter</i>).			
3.	Salinan surat permohonan pelajar ke luar negara yang dihantar kepada HEP.			
*4.	Salinan surat kelulusan pelajar ke luar negara yang dikeluarkan oleh HEP.			
5.	Kertas Kerja. (maklumat universiti / program, implikasi kewangan dan jadual pembelajaran)			

<p>Disediakan:</p> <p>Tandatangan Pemohon</p>	<p>Disemak:</p> <p>Sekretariat Jawatankuasa Penilaian Tabung Dana Mobiliti Pelajar UiTM</p>
Tarikh:	Tarikh: