



INSTRUCTION TO APPLICANT:

- This application should be submitted with the Senate letter.
- The applicant must fulfill the criteria of the following requirements:

i. Graduate on Time (GOT) certificate.	
ii. The student must pass the viva with no corrections, or with minor corrections, or achieve a grade A for the mixed-mode programme.	
iii. The student has presented the research work at least:	
a) ONE conference for master	b) TWO conferences for PhD
iv. The student has published the research work at least:	
a) ONE indexed academic journal for master	b) TWO indexed academic journals for PhD
<i>*Scopus / WoS / ERA / MyCite OR journal recognized by Faculty / College (Appendix 1)</i>	
- The application **MUST** be supported by the Main Supervisor before submitting to the Postgraduate Office.
- A completed form must be submitted to the Postgraduate office of the respective College / Faculty / Academic Centre / UiTM Branch Campus.

SECTION I (MUST BE COMPLETED BY THE STUDENT IN CAPITAL LETTERS)

Name:	
I.C No / Passport No.:	
Student ID No.:	
Programme Code:	
Gender:	Male <input style="width: 30px; height: 20px;" type="checkbox"/> Female <input style="width: 30px; height: 20px;" type="checkbox"/>
Study Mode:	Full Time <input style="width: 30px; height: 20px;" type="checkbox"/> Part Time <input style="width: 30px; height: 20px;" type="checkbox"/>

SECTION II (MUST BE COMPLETED BY THE POSTGRADUATE OFFICE)

Date of Viva Voce:	Result of Viva:
Date of digital thesis submission to IPSiS:	Date of Senate:
Name of Main Supervisor:	Name of Co Supervisor:

SECTION III (MUST BE COMPLETED BY THE STUDENT)

List of Publications as Main or Corresponding Author

(Please provide evidence from indexing websites or related documents, verified by the Main Supervisor)

No.	Article information	Indexed in Scopus / ERA / WoS / MyCite	Main author / corresponding author

*Type of Publication:

- | | |
|---|---------------------|
| i. Indexed in Scopus / ERA / WoS / MyCite | iii. Book |
| ii. Prestigious journals as listed in Appendix 1. | iv. Chapter in Book |

List of Conferences attended as Presenter.*(Please provide evidence as a presenter or any related documents, and verification by the Main Supervisor.)*

No.	Conference information (name/date/location)	Title of presentation	Indexed in Scopus / ERA / WoS / MyCite

Additional Achievement: (example: Grant / Copyright / Award / Commercialization / Innovation, and etc.)

No.	Achievement Information

I am hereby declared that

- All the publications are published during my study period;*
- The published data are from my PhD project.*

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Signature.....
Date**SECTION IV (MAIN SUPERVISOR)****Instructions:**

- The application must be submitted to the Postgraduates Office, 2 weeks before the JKAPS meeting.

Main Supervisor Comments

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I am hereby verified that all the evidences are provided by the applicant:*Please tick (✓) one.*☐**SUPPORT**☐**NOT SUPPORT**.....
Signature.....
Name and Official Stamp.....
Date

SECTION V (KPPS & JKAPS)**Instructions:**

Please tick (✓).

1.	The Head of Postgraduate Studies must check all the applications and ensure all the required documents are submitted.	<input type="checkbox"/>
2.	All documents must be presented to the JKAPS meeting for the approval.	<input type="checkbox"/>
3.	The JKAPS members must verify all the evidences and approved the applications.	<input type="checkbox"/>

JKAPS Comments

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Signature (JKAPS's Chairperson).....
Name and Official Stamp.....
Date**SECTION VI (JAF ENDORSEMENT)**

All the applications and documents must be presented to the JAF meeting for endroisement.

JAF has **ENDORSED** / **NOT ENDORSED** the application......
Signature (JAF's Chairperson).....
Name and Official Stamp.....
Date