


**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. A student must pass viva with no correction or with minor correction.
iii. The student has presented the research work at least: a) <b>ONE</b> international conference for master b) <b>TWO</b> international conferences for PhD
iv. The student has published the research work at least: a) <b>TWO</b> indexed academic journals for master b) <b>THREE</b> indexed academic journals for PhD *Scopus / WoS / ERA / MyCite OR journal recognized by Faculty / College (Appendix 1)
v. The student has produced research that has had significant impact on the community, industry, institution or nation.
vi. Minimum of two of the following achievements: a) The student has demonstrated commercialization of research outcomes conducted during the study period, or b) Received awards or recognition for research achievements, or c) Filed patents or copyrights for research outcomes conducted during the study period, or d) Received awards in invention/innovation/ presentation/exhibition/creative work competitions at the UiTM, national, or international levels

- 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.:									Gender:	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>															
Programme Code:							Study Mode:	Full Time	<input type="checkbox"/>	Part Time	<input 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 Journal as Main 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

**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	Title of presentation	Indexed in Scopus / ERA / WoS / MyCite

**Significant impact on the community, industry, institution or nation.**

*(Please provide evidence / related documents and verified by the Main Supervisor. You may also use additional pages to support the information if necessary)*

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

No.	Achievement Information

*I am hereby declared that*

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

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 Signature Date

**SECTION IV (MAIN SUPERVISOR)**

**Instructions:**

1. 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)

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Name and Official Stamp

.....  
Date

**SECTION VI (JAF ENDORSEMENT)**

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

JAF has **ENDORSED** / **NOT ENDORSED** the application.

.....  
Signature (JAF's Chairperson)

.....  
Name and Official Stamp

.....  
Date