



APPLICATION REQUIREMENTS / INSTRUCTIONS

- Please fill in the details as required in the form before submitting it to the Institute of Postgraduate Studies 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 form IPSis.
 - A copy of Attendance Certificate (*for conference only*).
- A complete form should be submitted within **14** days of the conference conclusion / of publication to:

**Department of Academic Development, Resources & Students,
 Institute of Postgraduate Studies, UiTM**
 Block 8, INTEKMA Convention Centre,
 Persiaran Raja Muda, Seksyen 7,
 40000 Shah Alam, Selangor, MALAYSIA
 Phone : 03-5522 5480 / 5343 Fax : 03-5522 5335

A. APPLICANT'S PARTICULARS

Name:																														
Student ID:											Contact Number:																			
Bank Account Number:																														
Bank:																														
E-mail:																														
Reference of IPSis Approval Letter:																													

B. DETAILS OF CONFERENCE

Name of Conference:																																	
Date:	/			/			20																										
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 ATTENDING 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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Student Signature
Date:

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Signature & Official Stamp
Head of Postgraduate Studies Faculty