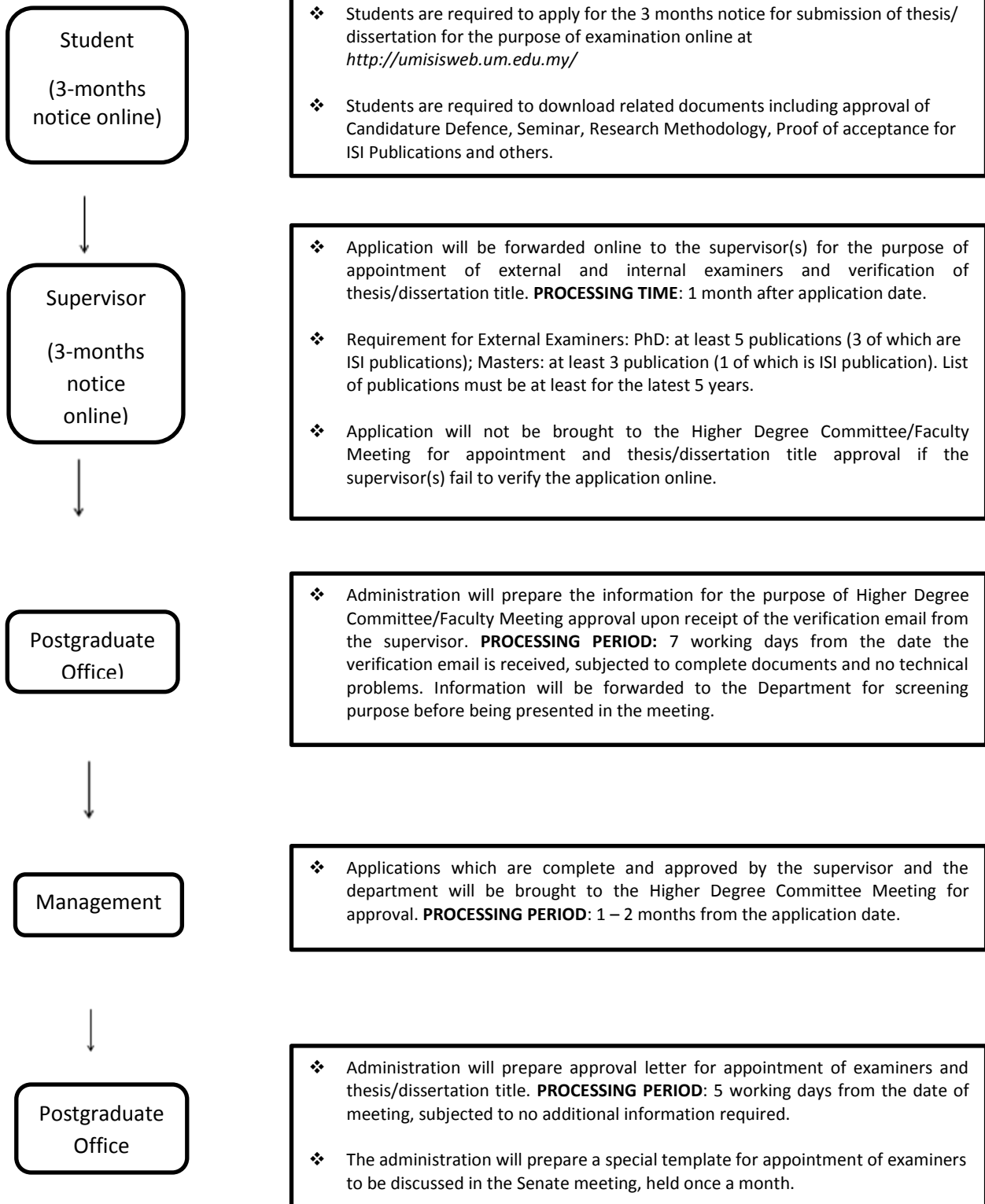
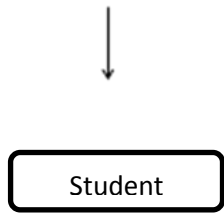




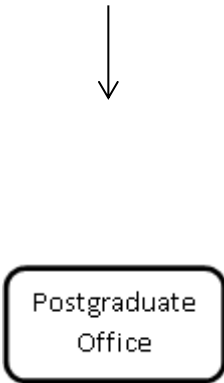
EXAMINATION PROCESS FOR HIGHER DEGREE PROGRAMS BY RESEARCH - PhD (KHA) and Master of Engineering Science (KGA)

Application Process:

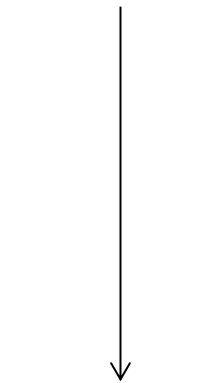




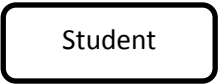
- ❖ Students must complete the thesis/dissertation before the 3 months period lapsed and submit the thesis/dissertation to:
 - Postgraduate Studies Office: for Master of Engineering Science (candidates with one supervisor: 4 copies, candidates with two supervisors: 5 copies)
 - Viva and Thesis Unit: for Philosophical Doctor program (candidates with one supervisor: 4 copies, candidates with 2 supervisors: 5 copies)
- ❖ Students are required to pay thesis/dissertation submission fee prior submission.



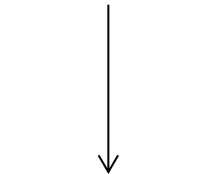
- ❖ Faculty Administration (Masters) and the Institute of Graduate Studies (PhD) are to send email to request for agreement from external examiner(s)
- ❖ Thesis/dissertation will be forwarded to the examiners that have agreed for the examination to be held in 2 months time.
- ❖ A reminder email will be sent by the Faculty Administration/IPS if the reports are still not received from the examiners. In certain circumstances where examiners fail to respond, thesis/dissertation will be sent to the reserve examiner.



- ❖ Administration will held an Examination/Viva Committee meeting once all the examiners' and supervisor's report are received for PhD and Masters of Engineering Science.
- ❖ Notice for Examination Committee meeting will be emailed to all Board of Examiners Committee members, including the external and internal examiners, supervisor (by invitation) and the candidate within 7 working days from the meeting date.
- ❖ Candidate will be requested to prepare a powerpoint slide for presentation in the meeting. Presentation duration – Masters: 10 minutes, PhD: 20 minutes. Candidate must re-check the presentation with the supervisor(s).
- ❖ Candidate will receive a letter containing the examination result after the meeting, subjected to no additional information required. The external and internal examiners' report will be attached with the letter. Correction template can be found at <http://engine.um.edu.my>.



- ❖ Candidates are required to complete the correction according to the result from the Examination Committee and the reports from the external and internal examiners.
- ❖ Candidates are required to obtain a verification from the supervisor and/or the internal examiner before submitting the final copies to the Administration. A copy of Turnitin result (showing the percentage of the work done) should also be attached during the verification exercise.
- ❖ Candidates are required to submit 4 hardcopies (for candidates with 2 supervisors) – 3 copies (for candidates with one supervisor) together with the latest CD.



- ❖ The Administration will prepare the Examination Committee report to be brought to the Senate meeting (Masters and PhD).
- ❖ A letter from the Senate will be issued to the candidate by Institute of Graduate Studies