

	UNIVERSITI TEKNIKAL MALAYSIA MELAKA SCHOOL OF GRADUATE STUDIES	
	PENUKARAN PERINGKAT PENGAJIAN SARJANA (PENYELIDIKAN) KE PERINGKAT DOKTOR FALSAFAH (PhD)	CONVERSION FROM MASTER (BY RESEARCH) TO DOCTOR OF PHILOSOPHY (PhD) PROGRAMME

Arahan kepada pelajar:

- Permohonan boleh dibuat di antara semester pertama dan kedua (6 bulan hingga 12 bulan dari tarikh pendaftaran) bagi pelajar sepenuh masa dan sehingga semester keempat (6 bulan hingga 24 bulan) bagi pelajar separuh masa.
- Permohonan hendaklah disertakan dengan dokumen berikut:
 - Borang permohonan lengkap diisi,
 - Kertas Cadangan Penyelidikan yang telah dikemaskini untuk peringkat PhD dan disahkan oleh Penyelia,
 - Salinan skrol dan transkrip (Ijazah Sarjana Muda); dan
 - Salinan *journal article/technical report/book chapter/peer review/proceeding* yang berkaitan penyelidikan dalam tempoh pengajian Sarjana (sekurang-kurangnya berstatus diterima (*Accepted*)) dan pelajar sebagai penulis pertama atau penulis kedua (sekiranya penyelia menjadi penulis pertama).
- Hanya borang yang lengkap sahaja akan diproses.
- Permohonan penukaran peringkat pengajian hanya boleh dibuat sekali sepanjang pengajian.
- Keputusan adalah konklusif dan muktamad. Sebarang rayuan tidak akan dipertimbangkan.

Instructions to student:

- Application can only be made by within first and second semesters (6 months until 12 months from the date of registration) for Full-time student and not more than the fourth semester (6 months until 24 months from the date of registration) for part-time student.*
- Application must be attached with documents as follows:*
 - Completed application form,*
 - Revised Research Proposal Paper for PhD programme and shall be verified by Principal Supervisor,*
 - Copy of scroll and transcript (Bachelor Degree); and*
 - Copy of journal article/technical report/book chapter/peer review/proceeding related to the research at Master level (at least accepted status) and students shall be the first or second authors (if the Supervisor is the first author).*
- Only completed form will be processed.*
- Conversion of programme can be made only once throughout the duration of study.*
- The decision is conclusive and final. Any appeal will not be considered.*

Bahagian I (Diisi oleh pelajar) / Section I (To be completed by Student)

Nama <i>Name</i>	
No. KP/Pasport <i>IC/Passport No.</i>	
No. Matrik <i>Matric No.</i>	
Fakulti <i>Faculty</i>	
Program <i>Programme</i>	
Bil. Semester <i>No. of Semester</i>	
Alamat Surat Menyurat <i>Correspondence Address</i>	
No. Tel. Bimbit <i>Mobile Phone No.</i>	
Emel <i>Email</i>	

Bahagian II - Diisi oleh Penyelia
Section II - To be completed by Principal Supervisor

Sokongan Penyelia Utama
Recommendation of Principal Supervisor

- ☐ Pelajar memenuhi CGPA minimum 3.30 di peringkat Sarjana Muda.
Students meet minimum CGPA of 3.30 in the undergraduate programme.
- ☐ Pelajar memenuhi CGPA minimum 2.75 di peringkat Sarjana Muda dengan pengalaman minimum lima (5) tahun di industri.
Students meet minimum CGPA of 2.75 in the undergraduate programme with a minimum five (5) years' experience in industry.
- ☐ Pelajar berada di semester pertama atau kedua (6 bulan hingga 12 bulan dari tarikh pendaftaran) bagi pelajar sepenuh masa dan tidak melebihi semester keempat (bagi pelajar separuh masa)
Student is in the first or second semester (6 months until 12 months from the date of registration) for Full-time student and not more than the fourth semester (6 months until 24 months from the date of registration) for part-time student.
- ☐ Pelajar mempunyai sekurang-kurangnya satu (1) *journal article/technical report/book chapter/peer review/proceeding* sekurang-kurangnya berstatus diterima (*accepted*).
Students have at least one (1) journal article/technical report/book chapter/peer review/proceeding with at least accepted status.

☐ **Disokong**
Recommended

☐ **Tidak Sokong**
Not Recommended

Ulasan/Comment: _____

.....
Tandatangan dan Cop
Signature and Stamp

.....
Tarikh
Date

Sokongan Dekan Fakulti dan cadangan Panel Penilai

Recommendation of Dean of Faculty and suggestion of Evaluation Panel

☐

Disokong
Recommended

☐

Tidak Sokong
Not Recommended

Ulasan/ *Comment*: _____

- a) Profesor/ Profesor Madya di Fakulti (Penilai Dalam 1 dan 2)
Professor/ Associate Professor at Faculty (Internal Evaluator 1 and 2)

i) _____ Bidang/ *Field* : _____

ii) _____ Bidang/ *Field* : _____

- b) Pakar Bidang (Penilai Dalam 3)
Field Expert (Internal Evaluator 3)

i) _____ Bidang/ *Field* : _____

- c) Pakar Bidang (Penilai Luar 4) dari Fakulti lain atau dari luar UTeM
Field Expert (External Evaluator 4) from other Faculty or from outside UTeM

i) _____ Bidang/ *Field* : _____

.....
Tandatangan dan Cop
Signature and Stamp

.....
Tarikh
Date