RESEARCH PROJECT FOR COURSEWORK PROGRAM
(Master of Advanced Studies)

01

Students are required to complete the Application for Appointment of Supervisor form and submit the completed form via email to ias.um@um.edu.my.
(Week 14, Semester I)
IAS website at:
ias.um.edu.my → Student Affairs → Forms

02

Approval by the Deputy Dean of Higher Degree Studies or the Higher Degree Committee (JKIT)

03

The IAS admin will update the research title and supervisor details in the MAYA system.

04

The Programme Coordinator shall nominate and appoint the examiner. The appointment will subsequently be tabled at the Higher Degree Committee Meeting (JKIT)
(Week 3, Semester II)

05

Students are required to submit the completed Research Project to the IAS Administration Office via email at ias.um@um.edu.my.
(Week 12, Semester II)

06

The IAS Administration will schedule the presentation and issue the formal invitation to the appointed examiner. The following documents will be provided together with the invitation:

- Research Project
- Examiner's Evaluation Form
- Supervisor's Evaluation Form
- Presentation Evaluation Form

07

Admil will set date of presentation:

1. Invitation to Examiner and Evaluation Form for Presentation
2. Invitation to the student

08

The student is required to submit the presentation slides together with the completed "Submission of Report for Supervisor Examination Form (Before Presentation)" via email at ias.um@um.edu.my
(Week 13, Sem II)

The form is available on the IAS website at:
ias.um.edu.my → Student Affairs → Forms

09

Student Presentation (Physical / Online)
(Week 14, Semester II)

10

The examiner is required to submit all assessment reports, comments, and completed evaluation forms to the IAS Administration Office via email at ias.um@um.edu.my
(Week 15 , Sem II)

11

The IAS Administration will email the examiner's comments and evaluation feedback to the student for reference and the necessary revisions.

12

The student is required to submit the final Research Project in PDF format, together with the duly completed "Submission of Research Project for Supervisor Examination" form via email at ias.um@um.edu.my
(Week 17, Sem II)

The form is available on the IAS website at:
ias.um.edu.my → Student Affairs → Forms