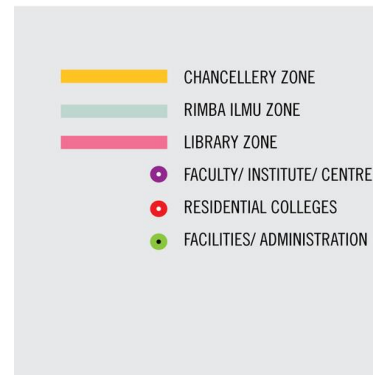


# Welcome to the Briefing of Master of Philosophy (Mphil) & Doctor of Philosophy (PhD) Semester 2, Session 2024/2025

Dr. Adibi Rahiman Md Nor  
Programme Coordinator

*Home of the Bright, Land of the Brave*  
*Di Sini Bermulanya Pintar, Tanah Tumpahnya Berani*

# UNIVERSITI MALAYA CAMPUS MAP



# ACADEMIC PROGRAM (Research Mode)

## Doctor of Philosophy (PhD)

- The goal of Doctor of Philosophy (PhD) programme is to produce scholars who can lead the development and dissemination of knowledge as leader in research and teaching as well as

## Master of Philosophy (MPhil)

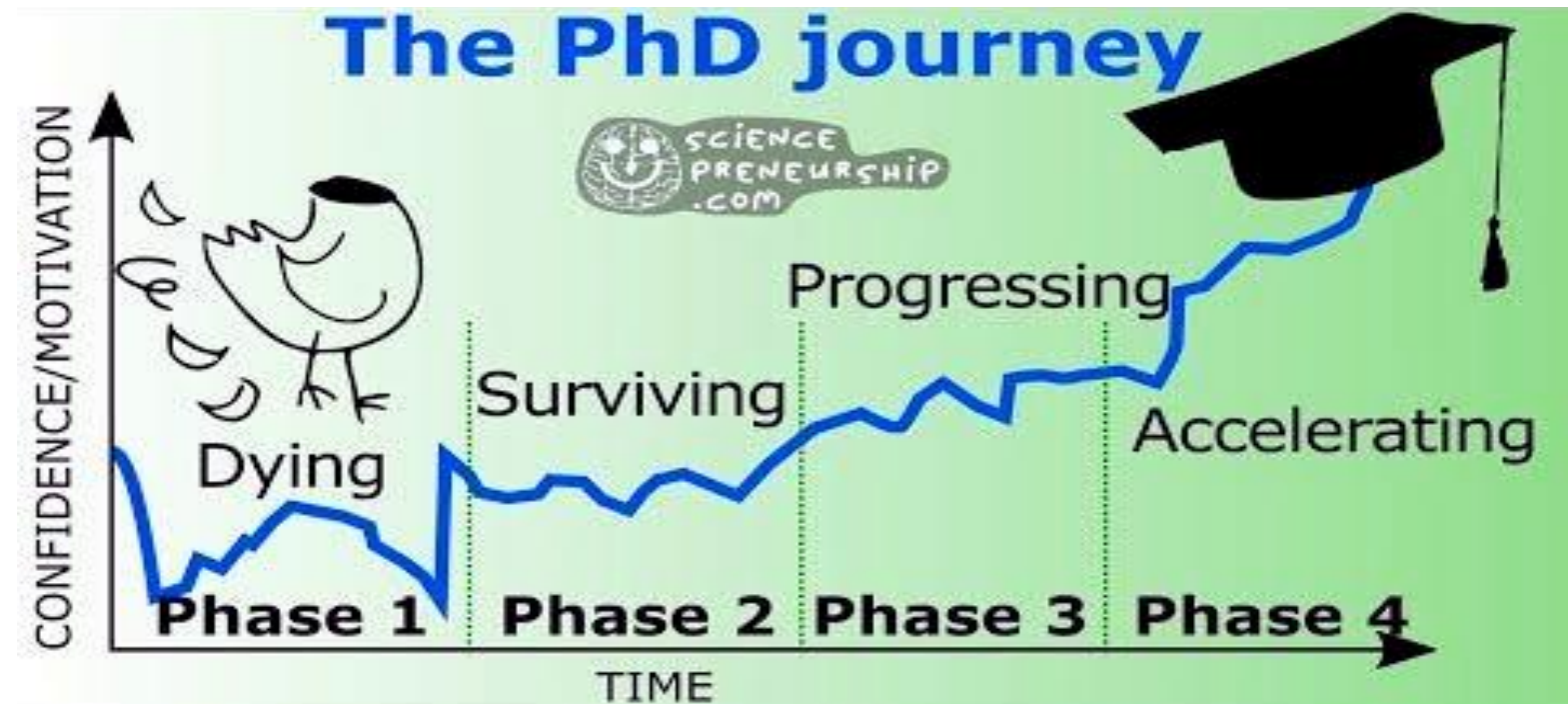
- The goal of Master of Philosophy (MPhil) is to produce highly educated and skilled graduates in their own research fields, as well as engaging in scientific activities to generate new knowledge and application that fulfill the needs of an informed society.



# PhD PROGRAMME

# The PhD Journey

A journey of a  
thousand  
miles must  
begin with a  
**single step**





It's a battle  
and a journey,  
hell you're at  
war!



# GENERAL INFORMATION

## DOCTOR OF PHILOSOPHY (PhD)

- The Doctor of Philosophy (PhD) is the highest degree awarded by the University.
- It requires the conduct of an original research project, writing and defense of a thesis.



### Duration of Study:

Minimum: 4 Semesters  
Maximum: 12 Semesters

### Graduate on Time

#### (GOT):

7 Semesters or 42  
Months



### Pass seminars:

1. Proposal defence
2. Confirmation defence\*
3. Candidature defence

Pass **HVX8001** Advanced  
Research Methodology

*\* Applicable for fast-track candidates*



### Proof of Acceptance of Publication:

**Science:** Two (2) articles in the  
journal indexed by the WoS  
**Non-Science:** One (1) article in the  
journal indexed by the WoS **OR**  
One (1) article in the journal  
indexed by Scopus Q1/Q2 **OR** Two  
(2) articles in the journal indexed  
by Scopus/ESCI/ERA Journal List



Pass **Viva Voce**

# PhD – PROGRAMME STRUCTURE

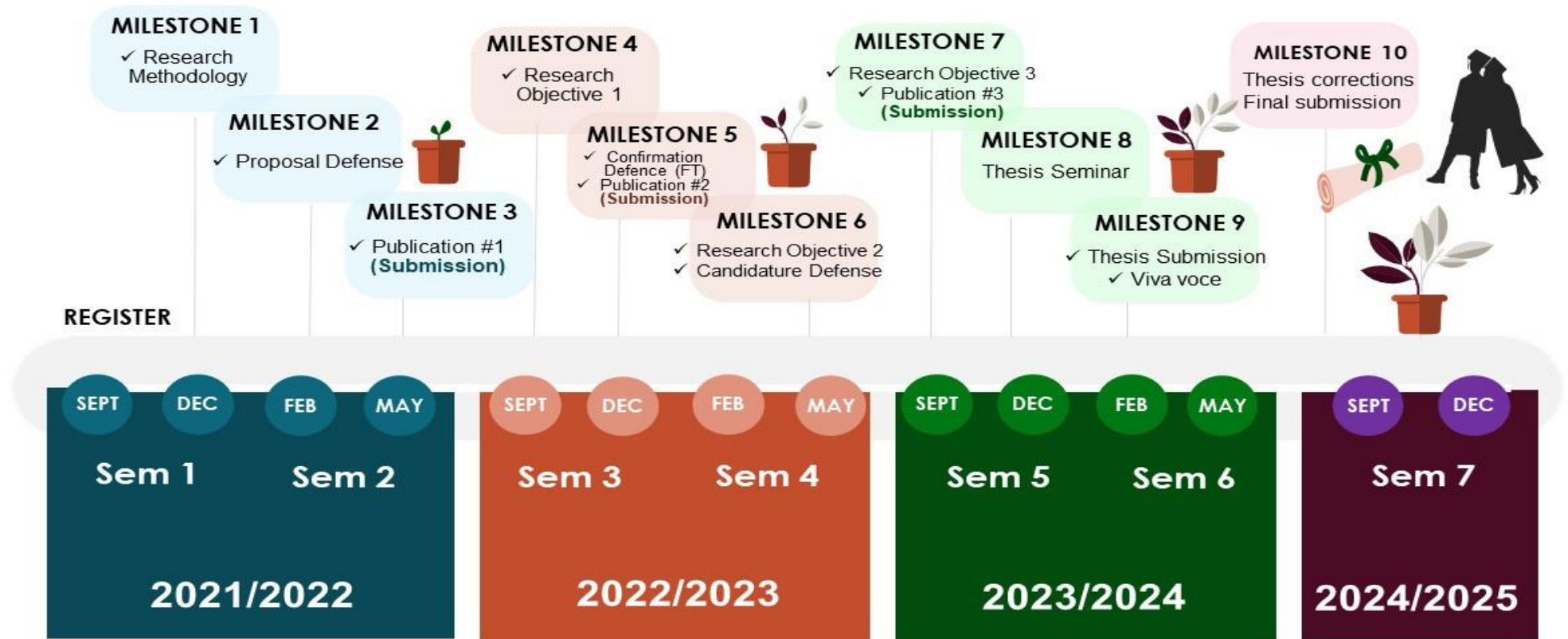
Year	Semester 1	Semester 2
Year 1	HVX8001 Advanced Research Methodology *Bahasa Melayu / Bahasa Malaysia course HVX8002 Thesis	HVX8002 Thesis <b>Proposal Defence</b>
Year 2	HVX8002 Thesis <b>#Confirmation Defence</b>	HVX8002 Thesis <b>Candidature Defence</b>
Year 3	HVX8002 Thesis	HVX8002 Thesis <b>Thesis Seminar</b>
*Applicable for International Candidates only #Applicable for Fast-track Candidates only		



# HOW TO WIN THE BATTLE?

## GRADUATE ON TIME (GOT)

Doctoral Candidates



# MPhil PROGRAMME

# GENERAL INFORMATION

## MASTER OF PHILOSOPHY (PhD)



### Duration of Study:

Minimum: 2 Semesters  
Maximum: 8 Semesters

### Graduate on Time

#### (GOT):

4 Semesters or 24  
Months



### Pass seminars:

1. Proposal defence
2. Candidature defence

### Pass HMX7001

Research Methodology



### Proof of Acceptance of Publication:

Science: One (1) article in the  
journal indexed by the WoS  
Non-Science: One (1) article in the  
journal indexed by the WoS OR  
One (1) article in the journal  
indexed by Scopus/ESCI/ERA  
Journal List



Pass Viva Voce

# MPhil – PROGRAMME STRUCTURE

Year	Semester 1	Semester 2
Year 1	HMX7001 Research Methodology *Bahasa Melayu / Bahasa Malaysia course HMX7002 Thesis	HMX7002 Thesis <b>Proposal Defence</b>
Year 2	HMX7002 Thesis <b>Candidature Defence</b>	HMX7002 Thesis
*Applicable for International Candidates only		

# GRADUATE ON TIME (GOT)

## Master Candidates





# Application for Proposal / Confirmation / Candidature Defence

All applications must be submitted to Deputy Dean's office before the stipulated date\*

\*Applications received after the stipulated date will be carried forward to the following month

The seminar calendar is available on the IAS website

## STEP 1

### CANDIDATE / SUPERVISOR

1. The **Candidate** submits a softcopy of the proposal report\* (PDF/Word format) via email.
2. The **Supervisor** nominates two assessors (postdoc or RO is not allowed) with complete details (name, faculty and email).

\*refer to IAS website for the format of PD/CD report

## STEP 2

### DEPUTY DEAN OFFICE

1. The DD's Office will send an invitation email to panel members two weeks before the online presentation.
2. Once the panel members have agreed on the suggested date, Microsoft Teams link will be sent to the panel members, supervisors and candidate.

## STEP 3

### SEMINAR & RESULT ANNOUNCEMENT

1. Seminar will be conducted online using Microsoft Teams platform (unless a physical presentation is requested by the panel members or supervisors).
2. The DD's Office will send the result of presentation to the candidate and supervisors after the seminar presentation.

# Application for Thesis Seminar Presentation (PhD Candidate)

OPTION  
**1**

{OR}

OPTION  
**2**

Thesis  
Seminar  
Confirmation

## CONFERENCE PRESENTATION

1. The candidate has presented (orally) research findings at local/international conference **(within 6 months before thesis submission).**
2. The candidate provides the proof of conference presentation (certificate of presentation / appreciation, etc.) to DD's office.

## THESIS SEMINAR PRESENTATION

1. Supervisor nominates a Chairperson (senior lecturer and above) and ONE assessor (postdoc or RO is NOT allowed).
2. Supervisor(s) will arrange candidate's thesis seminar with the panel members at their convenient time.
3. Supervisor(s) send the thesis seminar evaluation form together with the attendance list conducted by the candidate to Deputy Dean's office.

## DEPUTY DEAN OFFICE

1. The DD's Office will send a confirmation letter of thesis seminar to the candidate and supervisors.

# MPhil to PhD CONVERSION

## Candidacy Status Conversion

Candidates for a Master of Philosophy (MPhil) programme by full-time research may be considered for the conversion of their candidacy status to a Doctor of Philosophy (PhD) programme by full-time research subject to the following conditions:

- (a) The application period for change of candidacy status is **between twelve (12) months** from the date of commencement of registration of the MPhil program of study;
- (b) Submit a **written application** to the Supervisor using the form as in Appendix 1;
- (c) Submit **one (1) research report** not exceeding 6,000 words on:
  - (i) Introduction and scope of research;
  - (ii) Research objectives;
  - (iii) Research methods;
  - (iv) Research plans to lead to the PhD programmes stage.
- (d) Submit research results during the study period of the MPhil programme, namely:
  - (i) **one journal paper accepted for publication** and one seminar presentation at the university, national or international level; OR

# MPhil to PhD CONVERSION

ii) **a patent application that is pending or has been approved** and a seminar presentation at the university, national or international level;

(2) A candidate must present his research results in one (1) seminar in front of a panel of evaluators consisting of two (2) experts from within or outside the University in related fields as determined by PTj.

(3) The period of nomination for the MPhil programme is taken into account in the period of study of the PhD programme by research.

(4) A candidate who is approved for a change of candidacy status is required to register for a PhD programme by research not later than the second lecture week of the following semester.

(5) A full-time candidate who is approved for a change of candidacy status do not need to take the Advanced Research Methodology course at the PhD programme level.

(6) A full-time candidate who is approved for a change of candidacy status shall meet the requirements of the graduation requirements including the publication requirements for the PhD programme by research.

# ACADEMIC POLICIES



## Renewal of Candidature (Registration)

- Any candidate who fails to register continuously for a duration of two (2) semesters with the University ceases to be a student and the student's name will be dropped from the register of students of the University.

## Failing out and Termination of Candidature

- Failing the candidature defence 2 times
- Non-satisfactory progress report 2 semesters in a row
- Failing the dissertation/thesis
- Failure to complete the programme requirements within the maximum time frame



# PLAGIARISM

The University views plagiarism as a serious offence. Hence, in an effort to ensure the **quality and originality of research and publication**, students are expected to adhere to the rules and guideline in the Handbook on how to avoid plagiarism. The University encourages all written work to be screened for plagiarism using the Turnitin software. Depending on the extent of plagiarism, students found guilty of this academic misconduct will be subjected to disciplinary action which ranges from a warning to expulsion from the University. **All UM students have a Turnitin account through the UM Library account.**

The plagiarism policy is clearly stated in the UMGSB Research Project Handbook. Plagiarism is a serious academic offence that is defined as being liars, insecure, dishonest and disrespectful in research practice. Plagiarism occurs when the idea of another person is taken without reference to its source.

To avoid plagiarism, Final Report submitted by the student for the purposes of examination **shall NOT exceed 30%** of the total similarity index as provided by Turnitin. The supervisor should verify and endorse the Turnitin report to be submitted together with the Final Report for examination.

In case plagiarism is detected in a Research Project sent for examination to the assessor, Special Committee will be setup to investigate and hearings will be conducted to decide on the disciplinary action to be taken against the student. Disciplinary action could range from minimum (repeat the Research Project with a new topic) to maximum (termination of the student from the PhD / Master's degree). Should second offence is detected, the student will be terminated automatically from the PhD / Master's degree programme.

# WORD LENGTH

The Institute for Advanced Studies's Board meeting on 14<sup>th</sup> September 2023, approved the word length for a submission for examination, as shown in the table below:

PhD Thesis	Master by Research	Master by Mix Mode	Master by Coursework
Minimum : No			
Maximum : 100,000	Maximum : 60,000	Maximum : 40,000	Maximum : 30,000

\*The word length of words excludes footnotes, reference, appendices, table, figures and prefaces.

\*The minimum word length requirement is subject to the supervisor's discretion.



# Supervision Policy of Postgraduate Candidates at the Universiti Malaya Online Portal

## A more convenient online process

Go to -> <https://ias.um.edu.my/>

Choose -> Programme -> Student Affairs-  
> Form

Click -> *Application of Appointment /  
Change for Supervisor / Consultant*

Submit through email to :  
[ias.um@um.edu.my](mailto:ias.um@um.edu.my) (ADMIN IAS)

*Must sign the Supervisor-Supervisee  
Undertaking of Responsibilities Form*

# STUDENT RESPONSIBILITIES

## TIMEFRAME

Work effectively toward completion of the degree in a timely manner

## ACADEMICS

Complete the program with all requirements fulfilled

## STUDENT RESPONSIBILITIES

## INTEGRITY & ETHICS

Highest integrity and maintain ethical standards in all aspects of the student's work

## FAMILIARIZE WITH UM'S RULES & REGULATIONS



UPDATES

**ANNOUNCEMENTS EVENTS**

**CHECK YOUR UMMAIL  
REGULARLY**

@siswa.um.edu.my  
@siswa365.um.edu.my



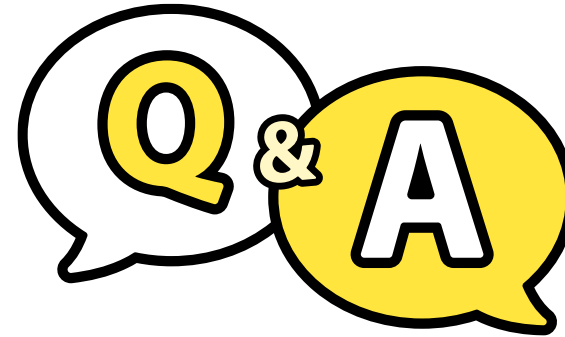
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Thank  
you!



ias.um@um.edu.my



Level 2, Block D, Advanced Studies Complex, UM



<https://ias.um.edu.my/>

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*Di Sini Bermulanya Pintar, Tanah Tumpahnya Berani*



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MALAYA



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