



UMT

**UMT POSTGRADUATE
RULES & REGULATIONS
(RESEARCH)**

**POSTGRADUATE MANAGEMENT CENTRE
UNIVERSITI MALAYSIA TERENGGANU**

PREFACE

The UMT Postgraduate Studies Rules and Regulations (Research) booklet contain the relevant rules and regulations to ensure the proper conduct of postgraduate studies at UMT. In its effort to become a centre of excellence in learning and education, UMT has adopted an academic system designed to facilitate local and international scholars to undertake postgraduate studies in these fields leading to an award of a Master or PhD degree. This booklet is intended to provide the necessary information about UMr's education system and regulations to facilitate both students and academic staff in their postgraduate activities.

Postgraduate Management Centre
Universiti Malaysia Terengganu

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CITATION AND COMMENCEMENT

These rules may be cited as UMT Postgraduate Studies Rules and Regulations (Research).

DEFINITIONS AND INTERPRETATIONS

In these Rules, unless the context otherwise requires:

1. HCGPAH means Cumulative Grade Point Average;
2. "Dean" means Dean of the respective school;
3. "Deferment" means postponement of registration or study;
4. "Director" means Director of the respective institute;
5. "#Examiner" means internal and external thesis examiner appointed by the respective school/institute;
6. "#External Examiner" means the thesis examiner appointed from other institution and not an academic/research member of the University;
7. "Institute" means a research institute established by the University;
8. "Institution" means an institution of higher learning or research institution;
9. "Internal Examiner" means an academic member of the University who is appointed as an examiner;
10. "International candidate" means any candidate who is not a Malaysian citizen;
11. "IPMC" means Intellectual Property Management Committee;
12. "#Non-graduating student" means an exchange student from other university who undertakes courses or research work not leading to an award of a degree;
13. "PhD" means Doctor of Philosophy;
14. "Postgraduate programme" means a Master or PhD programme;
15. "Reinstatement" means reactivation of candidature;
16. "School" means a school established by the University;

17. usemester" means an academic duration specified by the University;
18. usenate" means the highest academic body of the University that is responsible for the general direction of instructions, research and examination, and the conferral of degrees, diplomas, certificates and other academic distinctions;
19. "Student" means a registered postgraduate student of Universiti Malaysia Terengganu;
20. "Supervisor" means an academician/researcher appointed in accordance to the UMT Postgraduate Studies Rules and Regulations (Research Structure) who is responsible for providing guidance and advice in academic matters, including the postgraduate studies rules and regulations.
21. "Thesis" means a document submitted as a required fulfilment for programmes by research;
22. "Thesis Examination Committee" means a committee appointed to undertake the examination of a thesis;
23. "University" means Universiti Malaysia Terengganu (UMTI);
24. "Viva voce" means an oral examination, especially in reference to a thesis defence as part of Thesis Examination requirements.

SECTION 1:ADMISSION

1.1 Entry Qualification

Candidates who wish to undertake the postgraduate programme must fulfill the following qualifications:

1.1.1 Master's Programme

- a) Bachelor's degree in related field of studies with a minimum CGPA of 2.75 or equivalent from UMT or any other higher institutions recognized by the Senate; or
- b) Bachelor's degree in related field with a CGPA below 2.75 or equivalent qualification and possesses evidence of relevant and adequate research or work experience (one (1) year working experience equivalent to 0.1 point); or
- c) Any other academic qualification in related field and possesses evidence of adequate research or work experience recognized by the Senate; or
- d) Highest grade certificate of competency for unrestricted service as Master Mariner (Master of Vessel 3000 GT or more Unlimited Trade Voyage approved by the government or equivalent) or Chief Engineer (Chief Engineer of Vessel 3000 GT or more Unlimited Trade Voyage approved by the government or equivalent); or
- e) Certificate of competency as Chief Mate of Vessel 3000 GT; or more Unlimited Voyage approved by the government or equivalent; or Second Engineer of Vessel 3000 GT or more Unlimited Voyage approved by the government or equivalent, and; minimum of five (5) years working experience in the relevant field as accepted by the Senate.

1.1.2 Doctor of Philosophy Programme

- a) Master's degree from UMT or any other higher institution recognized by the Senate; or
- b) Any other qualification equivalent to a Master's

degree and possesses evidence of adequate research or work experience recognized by the Senate; or

- c) A Master student from UMT who has been approved for conversion;

1.13 Other Requirement

Fulfilment of other requirements as specified by respective school/institute.

1.14 English Language Requirement for International Student

- a) Band of 5.0 and above in International English Language Testing System (IELTS); or
- b) Score of 500 (PBT), 173 (CBT) or 60 (IBT) and above in Test of English Language as a Foreign Language (TOEFL); or
- c) Band of 3 and above in Malaysian University English Test (MUET); or
- d) Common European Framework of References (CEFR) B1.
- e) Students who do not meet the prescribed English requirement is given a period of one (1) year upon admission to sit for MUET / IELTS / TOEFL English exam.
- f) A student who fails to meet the requirement in (e), the offer to continue his studies is revoked and will automatically have his/her name dropped (GN) from the University registration list.

12 Application

Application must be submitted to Postgraduate Management Centre within the stipulated deadline.

13 Offer of Admission

The offer letter will be issued by Postgraduate Management Centre after due consideration by the respective school/institute.

1.3.1 Types of Offer

1.3.1.1 Full Offer

An applicant who meets all the requirements may be given a full offer.

1.3.1.2 Conditional Offer

An applicant may be given a conditional offer if

she/he has met partial requirements stipulated by the respective school/institute. However, a full offer is required for registration.

1.3.1.3 Direct Offer

An applicant who has fulfilled the following criteria may be given a direct offer by the school/institute.

- a) Possesses a first class degree or equivalent for his/her highest qualification; or
- b) Has received an outstanding recognition in his/ her Master studies; and/or
- c) Has received a prestigious scholarship.

1.3.1.4 Offer for Non-Graduating Students

This offer may be given by the respective school/institute under special arrangement for either local or international student exchange programme.

1.3.2 Additional Requirement

All students irrespective of types of offer may be required to register for academic courses specified by respective school/institute.

1.4 Deferment of Admission for New Student

- a) An applicant, who has been offered a place, may defer his/her admission not more than one (1) semester by notifying the Postgraduate Management Centre.
- b) A candidate who wishes to defer for more than one (1) semester must apply for a deferment extension.

SECTION 2: PROGRAMME STRUCTURE AND REQUIREMENTS

2.1 Programme by Research

- a) Students are required to undertake a research project and submit a thesis that demonstrates a significant contribution to knowledge and mastery in the chosen field. A student may be required to enrol in certain courses as stipulated by the respective school/institute.
- b) Students must attend one of Research Methodology modules (either PPS5011 or PS5021 or PPS5031) in the first year of study. These modules are registered in the System for Graduate Studies (SPS) as an Audit Course (AU) with one (1) credit hour.
- c) Students are evaluated through attendance in 14 hours of lectures representing all modules and graded with AU grade.
- d) Exemption is given for students with Master degree from UMT or other university who have attended the related Research Methodology course.
- e) This requirement is only applicable to students beginning from semester of admission 2016/2017-2.

2.2 Publication

- a) Before a thesis examination, students are required to fulfill the publication requirements below:-

Programme	Requirements of Publication	Type of Publication
PhD	At least:- 2 articles (accepted)	At least Scopus Journal
Master	At least:- 1 article (accepted)	At least Scopus Journal

2.3 Duration of Study

a) Duration of study for full time and part time student:

Programme	Full-Time		Part-Time		Graduate On Time
	Minimum	Maximum	Minimum	Maximum	
By Research PhD	4 semesters	10 semesters	6 semesters	14 semesters	4 years
Master	2 semesters	6 semesters	4 semesters	10 semesters	2 years

b) Candidature of a student who failed to complete his/her study within the maximum duration of study shall be terminated.

SECTION 3: REGISTRATION, DEFERMENT AND

WITHDRAWAL

3.1 Registration of New Students

- a) Students pursuing postgraduate study by research must register within the time period set by the Postgraduate Management Centre.
- b) A written approval from the Postgraduate Management Centre is required for all late registrations.

3.2 Registration of Continuing Students

- a) A student must maintain a continuous registration every semester throughout his/her period of study.
- b) All continuing students must register within the time period set by the Postgraduate Management Centre. Failure to do so will result in the issuance a letter of study termination by the Postgraduate Management Centre unless prior approval for deferment has been given.

3.3 Course Registration

- a) Students who are required to register for academic courses specified by the respective school/institute must abide by UMT Academic Rules and Regulations.

3.4 Deferment of Registration

- a) A student may apply for deferment of registration not later than one (1) month after the commencement of a new semester. Deferment on medical grounds as certified by a Medical Officer can be made at any time during the semester.
- b) Fees are not refundable for any deferment after the one (1) month period.
- c) Deferment is granted up to only two times. Each deferment shall not be more than two (2) semesters.

3.5 Registration for Students on Deferment

- a) Students must re-register after their deferment is over. Failure to do so shall have his/her candidature terminated.

3.6 Withdrawal of Candidature

- a) A registered student who wishes to withdraw from his/her study should apply to Postgraduate Management Centre. All fees (except for registration and service fees) shall be refunded if the withdrawal is done within the first one (1) month of the semester.

3.7 Application of Reinstatement

- a) A student whose study is terminated due to failure to register for the semester or withdrawal of candidature may apply for reinstatement. Reinstatement is allowed only once.
- b) Conditions for reinstatement are as follows:
 - i) Approval from the respective school/institute;
 - ii) Payment of all outstanding and current fees and other charges; and
 - iii) The lapsed time between termination and reinstatement is not more than one (1) year.
- c) A student who does not fulfill the above conditions may apply for readmission to Postgraduate Management Centre by submitting a new application.
- d) If the student is reinstated, course(s) that has been completed shall be credited to the degree. Only outstanding course requirements should be fulfilled.

SECTION 4: CONVERSION AND CONTINUATION RESEARCH WORK

4.1 Conversion of Programmes, Fields of Study and Schools/ Institutes

A student may apply for conversion of programme, field of study and schools/institutes. Application for the conversion may be initiated by the student and/or the supervisor(s).

4.2 Conversion from Master to PhD Programmes

- a) A student may apply for a conversion from a Master to PhD programme within one (1) year subjected to the fulfillment of the following conditions:-
 - i) Has demonstrated competence and capability in conducting research at PhD level as evidenced by the following attainment;
 - a journal paper accepted for publication and a presentation at a seminar at the national or international level; or
 - an application for a patent which is pending or has been granted and a presentation at a seminar at the national or international level; or
 - any other achievement as determined by the faculty and a seminar presentation at the national or international level.
 - ii) Internal assessment by the school/institute; and
 - iii) Approval by the Senate.
- b) The intended research project must be a continuation or an expansion of the Master's research project.

4.3 Continuation of Research Work for Transfer Students

4.3.1 Continuation of Research Work from Other Institution

- a) Written approval from the previous institution is

required for a candidate to continue his/her research work at UMT.

4.3.2 Continuation of Research Work at Another Institution

- a) Written approval from Postgraduate Management Centre is required for a student wishing to continue his/her research work at another institution.

SECTION 5: SUPERVISION

5.1 Supervisor

- a) A student may nominate supervisor(s) when tendering his/her application. In cases where a nomination is not made, the respective school/institute may appoint a potential supervisor.

5.2 Supervisors and Supervisory Committee

- a) A supervisor is a person who is responsible for providing guidance and advice in academic matters including the postgraduate studies rules and regulations.
- b) The supervisory committee may consist of one (1) or more members. If the supervisory committee consists of more than one (1) member, then one (1) of the members must be nominated as the Main Supervisor. The maximum number of supervisors for Master is two (2) and three (3) for Ph.D. If the supervisory committee needs to exceed the maximum number, approval by the school/institute is needed.
- c) A main supervisor should be appointed amongst the academic staff of UMT. However, the student may nominate person(s) from outside the University to be co-supervisor(s) (refer to Section 5.4).
- d) A contract academic staff that has research supervisory experience may also be appointed as the main supervisor. In this case, the co-supervisor must be a permanent staff of UMT.
- e) Supervisor(s) should not be in any way related to the student, or to each other, either by marriage or kinship.
- f) The main supervisor and co-supervisor(s) should possess one of the following academic qualifications or experience

Supervision of Master's Degree	Supervision of PhD degree
i) Professor _____	i) Professor _____
ii) Assoc. Professor _____	ii) Assoc. Professor _____
iii) Lecturer with PhD _____	iii) Lecturer with PhD _____
iv) Lecturer with Grade 51/52	
v) Senior academician with more than five (5) years experience in related industry as supervisor only	

- g) Any non-academician with experience in related industry may act as a consultant to a student.
- h) An academic staff member who is currently enrolled as a full-time or a part-time Master's or PhD candidate is not eligible to supervise any postgraduate student.
- i) Professor Emeritus / Emerita and Professor / Associate Professor who holds Skim Ilmuan Budi wo want to supervise a new student after retirement or 2 years before retirement must only be appointed as co-supervisors. This appointment must be brought to the Senate for approval as special case.

5.3 Renomination of Supervisor{&}

- a) A student may apply to renominate his/her supervisor(s).

5.4 Nomination and Appointment of Co-suparvisor(s) from Other Institutions

- a) A student may nominate co-supervisor(s) from other institutions. The appointment of nominated co supervisor(s) is subjected to the approval of the respective school/institute.

SECTION 6: PLAGIARISM AND INTELLECTUAL PROPERTY RIGHTS

6.1 Plagiarism

- a) A student shall not plagiarize any idea, writing, data or invention belonging to another person.
- b) Plagiarism includes:
 - i) The act of taking an idea, writing, data or an invention of another person and claiming that the idea, writing, data or invention is the result of one's own findings or creation; or
 - ii) An attempt to make out or the act of making out in such a way, that one is the original source or the creator of an idea, data, writing or an invention which has actually been taken from some other source.
- c) Without prejudice to the generality of Section 6.1 (b), a student is considered to have committed plagiarism when he/she:
 - i) Publishes, with himself/herself as the author, an abstract, article, scientific or academic paper, or book which is wholly or partly written by some other person; or
 - ii) Incorporates himself/herself or allows himself/herself to be incorporated as a co-author of an abstract, article, scientific or academic paper, or book, when he/she has not at all made any contribution to the abstract, article, scientific or academic paper or book; or
 - iii) Forces another person to include his/her name in the list of co-researchers for a particular research project or in the list of co-authors for a publication when he/she has not made any contribution which may qualify him/her as a co-researcher or co-author; or
 - iv) Extracts academic data which are the results of research undertaken by some other person, such as laboratory findings or field work findings or data

- obtained through library research, whether published or unpublished, and incorporate those data as part of his/her academic research without giving due acknowledgement to the actual source; or
- v) Uses research data obtained through collaborative work with some other person, whether or not that other person is a staff member or for a student of the University, as part of another distinct personal academic research of his/her, or a publication in his/her own name as sole author, without obtaining the consent of his/her co-researchers prior to embarking on his/her personal research or prior to publishing the data; or
 - vi) Transcribes the ideas or creations of others kept in whatever form, whether written, printed or available in electronic form, or in slide form, or in whatever form of teaching or research apparatus, or in any other form, and claims either directly or indirectly that the student is the creator of that idea or creation; or
 - vii) Translates the writing or creation of another person from one language to another whether wholly or partly, and subsequently presents the translation in whatever form or manner as the student's own writing or creation; or
 - viii) Extracts ideas from another person's writing or creation and makes certain modifications without due reference to the original source and rearranges it in such a way that it appears as if the student is the creator of those ideas.

6.2 Disciplinary Action

- a) When a student is found to have contravened Section 6.1, disciplinary action will be taken against the student by the relevant authority of the University in accordance with Universiti Malaysia Terengganu (Discipline of Students) Rules.

6.3 Intellectual Property Policy and Guidelines

- a) Intellectual property right in this policy refers to patents, copyright, integrated circuits, trade mark and service marks, industrial designs, layout design, computer software, database rights, rights in respect of confidential information, physical property rights in materials created by the students in the course of their postgraduate studies, including but not limited to research and other activities.
- b) This guideline shall be read together with UMT Intellectual Property Policy and other relevant legislation. Application and uses for any of the intellectual property are not limited to Malaysia but also in any other countries.
- c) In general, intellectual property right generated by students will belong to UMT. In the case of joint sponsorship and external sponsorship; students are required to inform UMT (Research Management) of the provisions of that contract in respect of its ownership of Intellectual Property Rights prior to the commencement of any work under the sponsorship.

6.4 Student Publications and Theses

- a) Copyright of theses is owned by UMT. All students are automatically being assigned a non-exclusive royalty license.
- b) Students are required to obtain permission from their supervisor(s) prior to the submission of manuscript for publication.
- c) When there is an application for Intellectual Property protection, the students and their supervisors shall not publish/disclose their invention(s) without the permission from UMT.
- d) UMT will have the right to digitize and make public theses.

6.5 Invention and Commercialization

Invention and/or any works that commercially exploitable generated during the studies are owned by the University

except when there is third party sponsorships (refer to Section 6.3 (c)).

6.6 Confidentiality

Students may have access to data from work carried out at UMT and/or services and/or trials as provided by or carried out at UMT or relating to research work carried out by third parties with UMT during the course of their studies or research work at the University. This information shall be kept strictly confidential by the students and not to disclose to any person either orally or/and in writing and including but not limited to internet social media and/or cyber space.

6.7 Disputes

- a) In the event of a dispute, students may appeal to the IPMC of UMT.
- b) Should the students wish to appeal against the decision of the IPMC, the matter will be referred to the Vice Chancellor and an independent mutually agreed external expert panel will be established, whose decision will be binding on the University and the student.

6.8 Rights of UMT

Notwithstanding anything to the contrary, UMT shall have rights to take legal action against the student who infringed any rights and privileges provided under this Section.

SECTION 7: PROGRESS EVALUATION

7.1 Evaluabn of Research Progress

a) A registered student's research progress will be graded at the end of every semester by the supervisor(s) as follows:

- M = Satisfactory (*Memuaskan*)
- TM = Unsatisfactory (*Tidak Memuaskan*)
- TL = Incomplete (*Tidak Lengkap*)

b) For deferment or withdrawal cases, a student will be given the following status:

- TD = Withdrawal (*Tarik Din*) _____
- TGH = Defennet (*Tanggung*) _____
- KP = Medical Case (*Kes Perubatan*) _____

7.2 Candidature Assessment (CA)

All postgraduate candidates are required to complete their candidature assessment by fulfilling the following requirements:

- a) All candidates must undergo Candidature Assessment conducted by school/institute;
- b) Must be completed within 4 semesters for PhD and 2 semesters for MSc programme;
- c) Present research progress in a Candidature Defence session. The members of the committee comprises two (2) reviewers for Master or Ph.D.

7.3 Semester Academic Standings

A registered student will be given the semester academic standings based on the following status:

standhgs	Status
Good Standing (KB) (<i>Kedudukan Baik</i>)	Achievesan 'M' grade for current semester
Probation (KS) (<i>Kelulusan Bersyarat</i>)	Achieves a 'TM' grade for current semester
Termination of Candidature (GB) (<i>Gaga/ Berhenti</i>)	Receives a 'TM' grade for two (2) consecutive semesters
Completed (TP) (<i>Tamat Pengajian</i>)	Completed when he/she has fulfilled all requirements as specified by the programme
Graduated (GD) (<i>Bergraduat</i>)	Senate's approval

7.4 Termination of Candidature

A student shall have his/her candidature terminated under the following conditions:

- Receiving a 'TM' grade two (2) times; or
- Failed to complete his/her study within the maximum duration of study; or
- Failed to meet English requirement (for international student), refer to Section 1.1.4; or
- Violation of any rule or regulation as stipulated by the University.

7.5 Appeal of Termination of Candidature

A student whose candidature is terminated may appeal for a review by fulfilling the following requirements:

- Submitting an appeal form to Postgraduate Management Centre with a fee as stated in UMT, Postgraduate Fee Rules and Regulations not later than two (2) weeks after the release of result;
- Settlement of all outstanding and current fees and other charges;
- Providing a supporting letter/document from the main

- supervisor or medical officer (if applicable);
- d) All applications of appeal of candidature will be reviewed by the respective school/institute and all decisions made by the respective school/institute are final.

SECTION 8: THESIS EXAMINATION

8.1 Final Examination for Programme by Research

Examination for candidates enrolled under this structure shall comprise:

- a) Examination of thesis by thesis examiners; and
- b) *Viva voce* (oral examination in the presence of Thesis Examination Committee).

8.2 Notice of Thesis Submission

- a) A student shall give notice of intention to submit his/her thesis at least three (3) months ahead of the actual submission using the appropriate form together with a draft of Table of Contents to the respective school/institute.
- b) Payment for the thesis examination fee must be made at the Bursar Office for which a receipt will be issued. The receipt is to be submitted together with the notice of thesis submission form.

8.3 Submission of Thesis for Examination

8.3.1 Thesis Plagiarism Checking

A softcopy of the thesis shall be submitted to the respective school/institute to be checked for the plagiarism. Upon approval, the thesis can be submitted for examination.

8.3.2 Submission for Examination

Soft bound copies of the completed thesis shall be submitted to the respective school/institute. The number of the thesis to be submitted is depending on the number of members of the Thesis Examination Committee (refer to Section 8.4) and supervisor(s).

8.4 Composition and Nomination of Thesis Examination Committee

- a) Upon receipt of the submission notice, the respective school/ institute shall proceed to appoint the Thesis Examination Committee. The members of the committee shall be:
 - i) Chairperson (dean/director of respective school/institute or his/her representative); and
 - ii) Two (2) examiners comprising the external examiner and internal examiner for Master programme.
 - iii) Three (3) examiners comprising two (2) external examiners from abroad, and one (1) internal examiner for Ph.D programme.

Note: In case of unavailability of any one of the external examiners abroad, the Deputy Vice Chancellor (Academic and International) may propose and approve the name of a local expert who is proficient in the field of local knowledge or multi contextual knowledge as an external examiner.
 - iv) Secretary of the viva who is an academic staff in preparing the report which is to be endorsed by the chairperson.
- b) The main supervisor and/or co-supervisor(s) may attend the examination session as an observer.

8.5 Appointment of the Thesis Examiners

8.5.1 Examiners Qualification

Examiners should be selected from those with established reputation in the subject area of the thesis. Candidates for examiners must possess at least a Ph.D degree for Master's programme and an Associate Professor for a Ph.D programme.

8.5.2 Impartiality

The examiners should not be closely associated with the candidate or the candidate's research project (e.g. as research supervisor, spouse, kinship and/or current research collaborator).

8.5.3 Collusion

The appointed examiners and supervisors should not be closely associated in publications and/or research projects that may be perceived as lacking of impartiality and independence during thesis examination. However, in circumstances where examiners in a specialized field of studies where expertise is limited, the Postgraduate Selection Committee shall make the final decision on the best suitable examiners.

8.6 Thesis Examination Committee Meeting or *Viva Voce*

8.6.1 Convening the Meeting

The Thesis Examination Committee Meeting shall be convene when;

- a) The respective school/institute has received all reports from the examiners; and
- b) The Chairperson (Dean/Director of the respective school/ institute or his/her representative) and at least one (1) examiner are present.

8.6.2 Role of the Chairperson (Dean/Director of School/ Institute or His/Her Representative)

At the meeting, the Chairperson is responsible for:

- a) Moderating the meeting; and
- b) Ascertaining that the thesis fulfills the rules and regulations as stipulated in Guide to The Preparation of Thesis; and
- c) Submitting a complete report on the proceedings of the meeting to the Dean/Director of respective school/ institute.

8.7 Decision on Thesis

One of the following decisions will be delivered on the thesis at the conclusion of the meeting:

8.7.1 Accepted with Minor Correction

- a) The thesis contains errors in typographical, grammatical and presentation. Minor improvements in the substance of the thesis may be required.
- b) A candidate whose thesis is accepted with minor corrections is given a maximum of six (6) months for the final bound thesis submission to the respective school/institute.
- c) The candidate may apply to the respective school/institute for an extension of the period, if required.
- d) Within that period the candidate shall submit the penultimate draft to the internal examiner who will verify that all the required corrections have been made.
- e) A candidate who fails to submit the amended thesis within the approved time is deemed to have the thesis rejected.

8.7.2 Major Correction

- a) The thesis contains serious flaws such as inadequacy in theory, methodology, data analysis, and/or poor presentation. Major correction and revision are required.
- b) Major correction may be With or Without Re-examination.
- c) A candidate whose thesis is accepted with major correction is given a maximum of one (1) year for the final bound thesis submission to the respective school/ institute.
- d) The candidate may apply to the respective school/institute for an extension of the period, if required.

- e) Within that period the candidate shall submit the penultimate draft to the examiner(s) appointed by the thesis examination committee who will verify that all the required corrections have been made.
- f) A candidate who fails to submit the amended thesis within the approved time is deemed to have the thesis rejected.
- g) A candidate whose thesis is required to be re-examined is given a maximum of one year to submit the thesis (refer to Section 8.2 and Section 8.3). A candidate who fails to submit the amended thesis within the approved time is deemed to have the thesis rejected.
- h) Re-examination is only allowed ONCE.
- i) During this extension period, the candidate shall continue to be a registered student (refer to Section 3 and Section 10).

8.7.3 Rejected/Demerit

- a) The thesis does not meet the minimum requirement of a PhD/Master's degree.
- b) In the case of PhD thesis, if deemed suitable, the thesis may be recommended for re-submission as a Master's thesis.
- c) For PhD thesis which has been recommended for re-submission as a Master's thesis, all amendments recommended by the Thesis Examination Committee must be made and the thesis is to be re-submitted to respective school/institute as Master's thesis within two (2) months of the *viva voce*.

8.8 Examination Report

The Chairperson shall submit a report to the respective school/ institute within seven (7) working days after the Thesis Examination Committee meeting or *viva voca*. The report will cover the decision of the examination, corrections to be made

and other comments deemed necessary.

8.9 Final Thesis Submission

- a) An unbound copy of the thesis shall be submitted to the respective school/institute to have the format conformity examined as stipulated in the Guide to the Preparation of Thesis.
- b) Upon approval by the Senate, the candidate must submit three (3) copies of hard bound thesis together with a soft-copy to the respective school/institute. Students who fail to submit may not be given the final certificate/ scroll.

SECTION 9: GRADUATION

A student who has fulfilled all the stipulated requirements of a Master's or Ph.D programme shall be conferred the appropriate degree.

SECTION 10: FEE POLICY

For terms of fees payment, please refer to UMT, Postgraduate Fee Rules and Regulations.

16. India	42. St. Lucia
17. Jamaica	43. St Vincent & The Grenadines
18. Kenya	44. Sudan
19. Kiribati	45. Swaziland
20. Lesotho	46. Tanzania
21. Malawi	47. Tonga
22. Maldives	48. Trinidad & Tobago
23. Malta	49. Tuvalu
24. Mauritius	50. Uganda
25. Mozambique	51. Vanuatu
26. Zambia	

Reference:

GARIS PANDUAN PENAWARAN PROGRAM PENGAJIAN
ANTARABANGSA
UNIVERSITI MALAYSIA TERENGGANU
(Approved by Senate on 10th Mac 2014)



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