

BRIEFING ON RULES AND REGULATION FOR POSTGRADUATE PROGRAMME 2019

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RULES AND REGULATION FOR POSTGRADUATE PROGRAMME SHALL BE ENFORCED BEGINNING 2019/2020 ACADEMIC SESSION



EXISTING

NEW

2017

University of Malaya Rules (Doctoral Degree) 2019 & University of Malaya Regulations (Doctoral Degree) 2019

2014

University of Malaya Rules (Master's Degree) 2019 & University of Malaya Regulations (Master's Degree) 2019

University of Malaya Rules and Regulations above is applicable to all candidates admitted prior to and in the academic session of 2019/2020 and thereafter.

UNIVERSITY OF MALAYA RULES (MASTER'S DEGREE & DOCTORAL DEGREE) 2019

PART I
INTRODUCTION

DOCTORAL

MASTER'S

INTERPRETATION

Existing

“Supervisor“ means a person appointed by the Faculty from amongst the full time teachers of the University and an **Emeritus Professor** of the University to supervise a candidate in his programme of study;

Amended

New

“Co-Supervisor" means a person appointed by the Faculty from among **Adjunct Professors, Honorary Professors, visiting lecturers, or research fellows** appointed by the University and full time teachers from another University to supervise a candidate in his programme of study;

Amended

Existing

“Consultant" means a person who is not a teacher from any university that has the **expertise in the related field of study** appointed by the Faculty to **supervise a candidate in his programme of study**; |

Amended

Amended

PART III REGISTRATION

Implementaion: Candidate
will be terminated from his
programme of study after
2nd week, 3rd sem

DOCTORAL

MASTER'S



Any candidate who fails to register continuously for a duration of **2 semesters** (**existing rule - 3 semesters**) with the University shall cease to be a student and his name will be dropped from the register of students of the University.

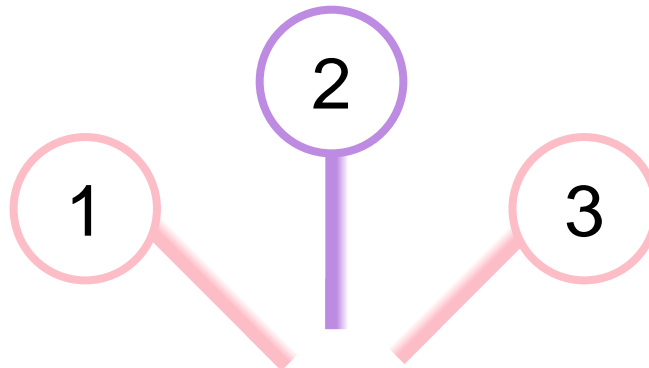
PART IV PAYMENT

❑ Failure to settle all fees and other payments within the period specified by the University may cause the candidate to be:

- barred from registering for the following semester and his status as a student of the University may be terminated; and/or

Existing

- barred from obtaining the examination results for the semester;



Existing

- barred from being conferred a degree.

New

PART V

Amended

DOCTORAL

DURATION OF PROGRAMME OF STUDY

MASTER'S

Maximum
Duration

- In certain circumstances, the Dean of the Faculty or any other officer as determined by the University may extend the period of candidature beyond the maximum duration **provided that such extension does not exceed 3 semesters.**

PART VII

Amended

LANGUAGE REQUIREMENT

BAHASA MALAYSIA REQUIREMENT

A Malaysian candidate, before being conferred the degree is required to obtain at least:

- 1) a pass in *Bahasa Malaysia* or *Bahasa Melayu* at the *Sijil Pelajaran Malaysia* level;
- 2) level III in the *Sijil BM Universiti* (existing rule - Certificate of Proficiency) or an equivalent level;
- 3) a pass in the BM course as recognised by the University; or
- 4) a pass the BM exemption test as set by the University.

A non-citizen candidate is required to attend a BM course conducted by the University satisfactorily before being conferred the degree unless he has obtained at least:

- 1) a pass in *Bahasa Malaysia* or *Bahasa Melayu* at the *Sijil Pelajaran Malaysia* level;
- 2) level III in the *Sijil BM Universiti* (existing rule - Certificate of Proficiency) or an equivalent level;
- 3) a pass in the BM course as recognised by the University; or
- 4) a pass the BM exemption test as set by the University.

DOCTORAL

MASTER'S

ENGLISH LANGUAGE REQUIREMENT

- 1) A non citizen applicant who intends to pursue a programme of study in the University where he:
 - Writes his thesis or dissertation in English, and
 - obtained a degree from a university or an institution of higher learning where the medium of instruction is not English for the degree concerned
 - is required to fulfill the English language competency requirement as set by the University from time to time.
- 2) A non citizen applicant who intends to pursue a programme of study where he:
 - writes his thesis or dissertation in a language other than English, that is, *Bahasa Malaysia* or Arabic related to his field of research, prior to graduation
 - is required to fulfill the English language competency requirement as set by the University from time to time.

**UNIVERSITY OF MALAYA
REGULATIONS (MASTER'S
DEGREE & DOCTORAL DEGREE)
2019**

PART III
REGISTRATION

Amended

DOCTORAL

MASTER'S

❑ A candidate of a programme of study by Research may register initially for the said programme of study any time latest by fourteenth lecture week (W14) in the semester applied and the full fees will be imposed for the semester registered. The candidate is required to register in the following semester if the offer is accepted after the W14.

Note: Validity period of the offer letter is 6 months

❑ In certain circumstances, the Dean of the Faculty may allow a candidate to defer his initial registration to the following semester. The maximum period of deferment of the initial registration allowed is 1 semester from the expiry of the original offer letter. A further extension of 1 semester may be given subject to the condition the candidate applies and obtains approval from the Dean of the Faculty.

PART III REGISTRATION OF COURSE

Amended

DOCTORAL

MASTER'S

- Registration of course has to be completed by W2 of a semester. A candidate who does not complete the registration within the specified period is not allowed to pursue the said course.

Activity	Normal Semester	Special Semester	Fee Charges	Calculated for Duration of Study
Add Course	Week 1 - 2	Week 2	Yes	Yes
Drop Course*	Week 3 – 7 (Existing: W1-W2)	-	-	Yes

Note: *Fee is non-refundable

- In special cases, a candidate may be allowed for **late registration until W7 of special semester** on the recommendation of the said course teacher and approved by the Dean of the Faculty. The candidate may be required to pay a fine at a rate prescribed by the University as well as other determined fees for the course.

DURATION OF WITHDRAWAL

Amended

DOCTORAL

MASTER'S

WITHDRAWAL FROM SEMESTER

Category	Normal Semester	Special Semester	Fee Charges	Calculated for the Duration of Study	Grade
Personal Reason*	Week 1 – 2	Week 2	No	Yes	-
	Week 3 – 7	Week 2	Yes	Yes	Grade W1
Mobility Programme Reason*	Week 1 - 2	Week 1 - 2	No	No	Grade W3
	Week 3 -14	Week 3 - 7	Yes	No	Grade W1
Medical Reason*	Week 1 - 7	Week 1 - 3	No	No	Grade W3
	Week 8 – 14	Week 4 - 7	Yes	No	Grade W1

New

Note: *Candidate who withdraws from a semester will be charged a minimum payment to retain the candidature.

- Amendment made include combination of 'emergency reasons' and 'personal reasons' into one category and new category - 'mobility programme reason.'

PART III

DOCTORAL

MASTER'S DEGREE

TERMINATION OF PROGRAMME OF STUDY ON MEDICAL/MEDICAL PSYCHOLOGY /CHRONIC DISEASE REASON

New

- A candidate, whose withdrawal from a semester has been approved on medical/ medical psychology/chronic disease reason for **4 Normal Semesters** consecutively, may be terminated from his programme of study upon being certified by a Registered Medical Practitioner/Clinical Psychology Expert/Registered Psychiatrist of the University Student Health Clinic/government hospital/teaching hospital/University Malaya Medical Centre/Private Medical Centre after the candidate's case has been re-examined by the concerned Registered Medical Practitioner/Clinical Psychology Expert/Registered Psychiatrist in the following semester.



Amended

PART III

WITHDRAWAL FROM PROGRAMME OF STUDY

- Application for withdrawal from the programme of study must be made to the **Dean of the Faculty**

PART III

CHANGE OF RESEARCH FIELD

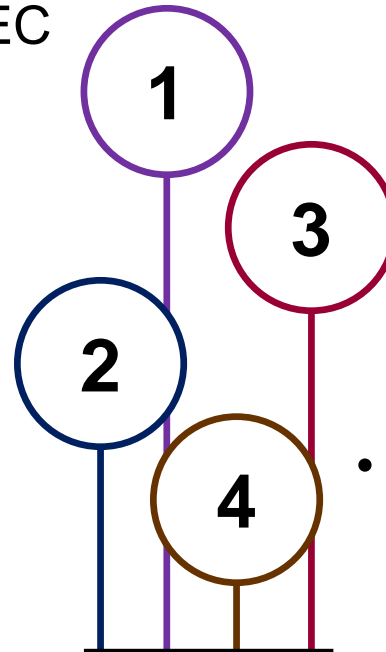


DOCTORAL

MASTER'S

New

- A candidate is not allowed to change his field of research (NEC code **narrow field 2 digits**).
- A candidate is **only allowed to change his field of research under the same field of study (NEC code detailed field 3 digits)** subject to approval by the Faculty. The candidate is required to submit an application to the Faculty in accordance with the prescribed procedure to change his field of research.



- The candidate has to continue with his original field of research until his request to change has been approved.
- A candidate is not allowed to change his field of research after the candidate has submitted his thesis or dissertation for examination.

Note: Duration taken for change in field of research is at the discretion of the Faculty.

PART III

CHANGE IN PROGRAMME OF STUDY



DOCTORAL

MASTER'S

1

A candidate is not allowed to change his programme of study. The candidate has to withdraw from the original programme of study and submit a new application if he intends to pursue a new programme of study. A new duration of study will be given.

2

Fees paid for the original programme of study will not be considered for the new programme of study.



PART III

CHANGE IN IMPLEMENTATION OF PROGRAMME

New

DOCTORAL

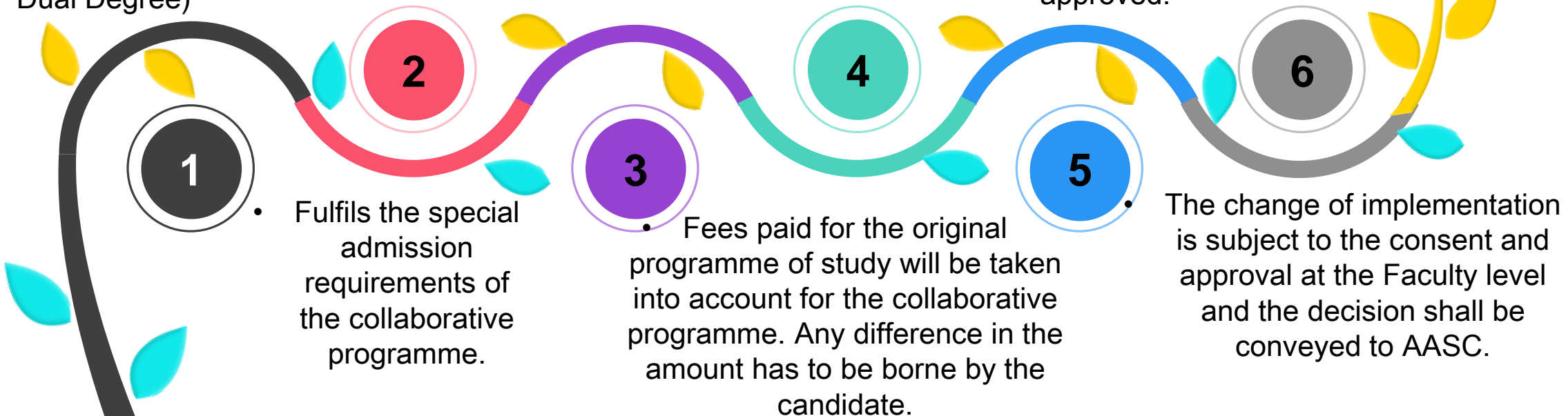
MASTER'S

- Change in the implementation of a programme of study is subject to the following:

- The original programme of study to a collaborative programme (Double Degree and Dual Degree)

- Change is only allowed once throughout his studies except with the approval of the Deputy Vice Chancellor concerned.

- The candidate shall continue with the original programme of study until change of application is approved.



Note: The duration for the change of implementation of programme is at the discretion of the Faculty and monitoring of candidate pursuing a collaborative programme is the responsibility of the Faculty.

CHANGE OF CANDIDATURE STATUS FROM MASTER'S PROGRAMME BY RESEARCH TO DOCTOR OF PHILOSOPHY PROGRAMME (PhD)

1) Duration of application to change the candidature status is between 12-15 months from the commencement date of registration for the Master's programme.

2) Candidate submits an application to the Dean of the Faculty.

3) Candidate submits Supervisor's and Head of Department's report together with supporting documents.

4) Candidate submits 1 research report.

5) Candidate submits the outcome throughout the Master's programme.

6) Candidate presents his research outcome in a seminar before panel of assessors comprising of two (2) experts from within /outside the University in the field concerned.

7) The panel makes an assessment based on the following:

- research report; and
- seminar presentation.

8) The report on change of Candidature Status from Master's by Research to PhD shall be submitted for Senate's approval.

9) The Master's degree candidature duration is taken into account for the duration of the PhD programme.

10) A candidate whose conversion status is approved shall register for the PhD programme not later than W2 in the following semester.

11) The candidate is not required to take the Research Methodology course at the PhD programme.

TRANSFER OF CREDITS **WITH GRADE**

Amended

DOCTORAL

MASTER'S

- “transfer of credit with grade” means transfer of credit together with the grade for the course from a similar level (horizontal) for a candidate who is still studying.
- A course that is approved for a transfer of credit with grade will be given a grade that is equivalent to the University’s grading scheme and the University’s approved credit for the course.
- The credit earned together with the grade points for the approved courses will be included in the calculation of GPA and CGPA and for the purpose of graduation completion requirement.
- For the purpose of transfer of credit with grade, the candidate must first complete the course and achieve the level of competency in the course applied for.
- The application shall be submitted to the Dean of the Faculty not later than W4 in the subsequent normal semester. Any application received after the specified period will be considered in the following semester.

1

2

3

4

5

TRANSFER OF CREDIT WITHOUT GRADE



Amended

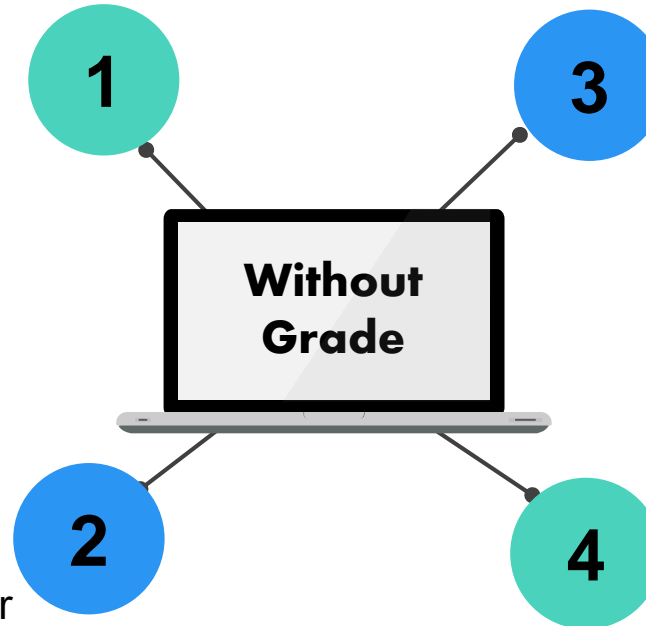
DOCTORAL

MASTER'S

“Transfer of credit without grade” means transfer of credits without considering the previous grade obtained for the course from a similar level (horizontal) for a candidate who:

- i. has successfully completed his study; or
- ii. has not completed his studies (excluding a candidate who has been terminated from his studies) but has achieved the competency level in the course applied for.

A course that has been approved for transfer of credit without grade will be given grade K and is not required to be replaced with another course. Credits will not be calculated in the GPA and CGPA but will be included for the purpose of graduation completion requirement.



A candidate is not allowed to transfer the credits without grade for the following courses:

- i. Research Methodology course from a lower level qualifications;
- ii. Research Methodology course of an equivalent level but from a different field of research;

The application must be made to the Dean of the Faculty in the first two (2) semesters of his study.

PART V

COURSE EXEMPTION

Amended

DOCTORAL

MASTER'S

New

3) Course exemption will not result in a candidate obtaining credit for the course which is exempted. For this purpose, the course approved for exemption will be given a grade K1.

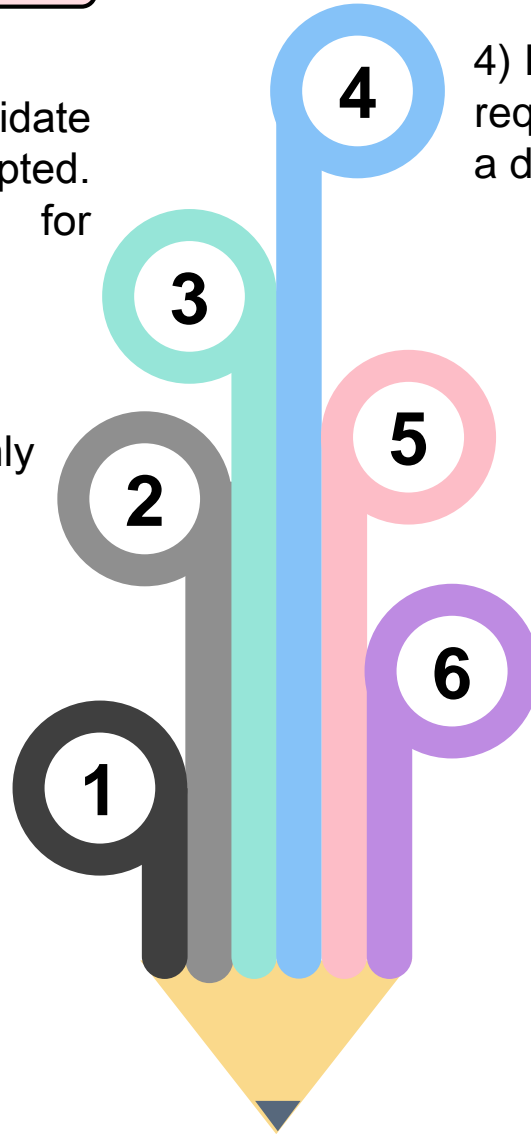
2) Application for exemption of credit is only allowed for the **Elective Course** category.

1) Course Exemption means an exemption from registering and pursuing a course that is granted to a candidate based on a course content that is equivalent to the course applied for with proof of knowledge and skills.

4) If the course exemption results in insufficient credit requirement, the exempted course must be replaced by a different course from the same level of study.

5) Application for course exemption shall be submitted to the Dean of the Faculty for recommendation from the relevant special committee. The approved application shall be submitted to the Senate for its consideration.

6) Decision on application for course exemption shall be communicated by the Registrar / Dean of the Faculty of the programme of study.



Amended

DOCTORAL

MASTER'S

New

1) Shall be appointed for **each programme of study by the Deputy Vice-Chancellor** not exceeding 2 persons for each programme of study as recommended by the Faculty.

2) Appointment Criteria:

- An expert in the programme of study concerned.
- A former full-time University teacher
- An Emeritus Professor or Adjunct Professor or **Visiting Professor or Honorary Professor** of the University of Malaya may not be appointed as an External Programme Assessor.
- The duration of the appointment is for 4 academic sessions.



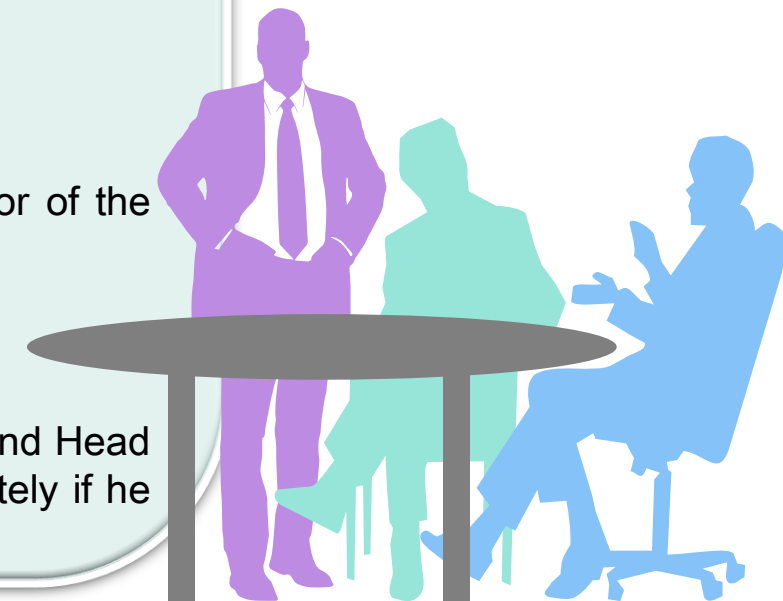
EXTERNAL PROGRAMME EXAMINER (Clinical Programme)



DOCTORAL

MASTER'S

- 1) An External Programme Examiner shall be appointed by the Deputy Vice Chancellor concerned from among the university academia who is qualified, knowledgeable and has expertise in the academic programme concerned.
- 2) Appointment Criteria:
 - Is still involved in professional training/examination as recognised by the Faculty:
 - i- Professor/ Associate Professor (AP) or equivalent in an academic institution; or
 - ii- Expert consultant who has at least 5 years experience in the field of dentistry or 7 years in the field of medicine.
 - A former full-time University teacher
 - An Emeritus Professor or Adjunct Professor or Visiting Professor or Honorary Professor of the University of Malaya may not be appointed as an External Programme Examiner.
 - The duration of the appointment is for 1 examination session only.
 - The Dean of the Faculty, on the recommendation of the Deputy Dean of Postgraduate and Head of Department may terminate the service of an External Programme Examiner immediately if he is found to have breached professional ethics.



DOCTORAL

MASTER'S

- The Faculty shall appoint a supervisor for each candidate who is pursuing programme of study by Research and programme of study by Mixed Mode (research component). The Faculty is also encouraged to appoint at least 2 supervisors for each candidate. For appointment criteria of supervisors, refer to the Supervision Policy for Postgraduate Candidates.
- A candidate is required to submit a **research progress report between W16 until W18 of each semester before the registration of the following semester begins** based on the prescribed procedure.
- Supervisor, Co-Supervisors and Consultant shall evaluate the candidate's research progress report in accordance with the prescribed procedures and complete the evaluation within **1 week** from date of receipt.
- A candidate whose progress is satisfactory shall be recommended to continue with his candidature. A candidate whose progress is not satisfactory for 2 consecutive semesters shall have his candidature terminated by the Faculty. The Director of AASC shall be informed of the candidate's candidature termination by the Faculty.



PART VII

Amended

THESIS/ DISSERTATION/ RESEARCH REPORT

Determination of Field of Research and Title

DOCTORAL

MASTER'S

1

Faculty shall approve the field of research for the thesis/dissertation or research report before the candidate begins his research.

2

In certain circumstances and subject to the approval by the Faculty, a candidate may apply to change the field of research (NEC detailed field – 3 digit) before submitting his thesis/dissertation or research report for examination. The Faculty shall ensure all the conditions and requirements for the new field of research have been fulfilled before the application is submitted.

3

A candidate is only allowed to submit his thesis/dissertation or research report for examination after the title is approved by the Faculty.

4

Change of title is not allowed after the candidate has submitted his thesis/dissertation or research report for examination unless recommended by the Committee of Examiners (JKP) or Faculty.

PART VII LANGUAGE

Amended

DOCTORAL

MASTER'S

1

Shall be written in BM/English/Arabic related to the candidate's field of research. In certain circumstances, the Senate may approve a language other than BM/English/Arabic for the thesis/dissertation concerned.

2

A candidate shall submit an application to change the language of his thesis/dissertation to the Faculty.

3

A non-citizen candidate who wishes to change the language of the thesis/dissertation from BM/Arabic or any other languages approved by the Senate to English, the candidate is subject to the English competency requirement as prescribed by the University.

4

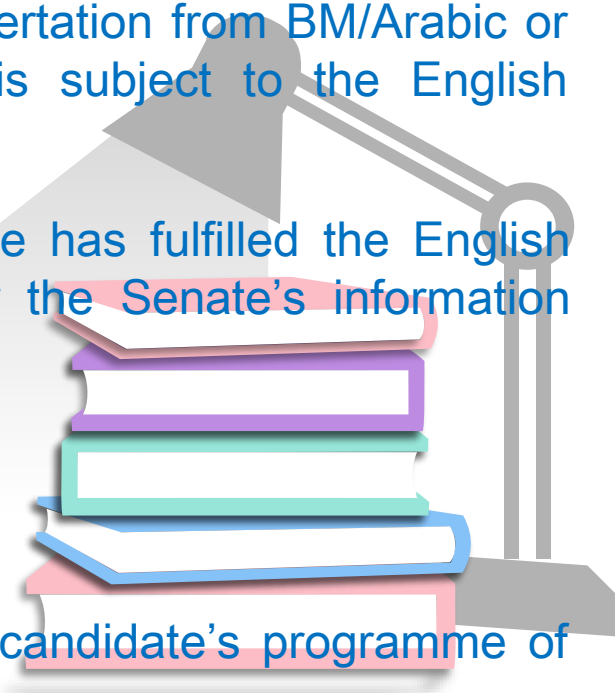
The candidate must submit an application together with the evidence that he has fulfilled the English competency requirement as prescribed by the University to the Faculty for the Senate's information (existing regulation – for Senate approval).

5

A candidate is not allowed to change the language of the thesis/dissertation after candidate has completed the Candidature Defence session.

6

Change of language of thesis/dissertation is only allowed once throughout a candidate's programme of study.



PART VII SUBMISSION

Amended

DOCTORAL

MASTER'S

1) A candidate shall inform the Faculty about the submission of his thesis or dissertation for examination in accordance to the procedure prescribed subject to approval of the thesis or dissertation title by the Faculty.

Note: The procedure of 3 months notice by candidate to the Faculty is abolished. A new process is established in UM SITS. Monitoring of candidate is done by the supervisor/(s) including the determination of title & appointment of External Assessor.

2) A candidate shall submit his thesis or dissertation for examination after the title has been approved within the stipulated duration. A candidate who fails to do so shall renew the registration for the subsequent semester unless an approval is given by the Dean of the Faculty to extend the submission deadline. If the Dean of the Faculty is the candidate's supervisor, the extension of submission deadline is subject to the approval by the Deputy Vice Chancellor concerned.

3) A candidate who does not fulfill the required minimum or maximum word limit shall apply with justification and obtain approval from the Faculty at least 1 month (existing regulation – 3 months) before the date of submission of his thesis or dissertation for examination.

Note: Minimum word limit is determined by the Faculty.

PART VII
SUBMISSION (Cont.)

Amended

DOCTORAL

MASTER'S

4) A candidate shall not submit as a thesis or dissertation any work including an idea, writing, data or any creation of any other person or work that has already been submitted for a degree in this or any other university or institution. However, he may incorporate any part of any such work into his thesis or dissertation provided that the candidate **has obtained permission** or indicate clearly the original referral source of the work that has been incorporated.

5) Any approved thesis or dissertation or part thereof that is subsequently published shall state clearly that it was submitted for the Doctoral Degree / Master's Degree of the University. Throughout his study, a candidate may with the approval of his supervisor **or the Dean of the Faculty** publish papers of his work provided due reference is made to the University in the publication.

PART VIII

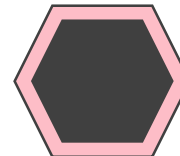
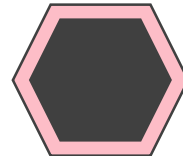
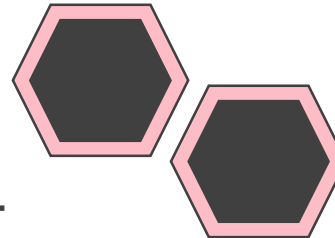
PERMISSION TO SIT FOR EXAMINATION



DOCTORAL

1) A candidate may be barred from sitting for the final examination of a course by the Dean of the Faculty based on reasons determined by the Faculty.

2) The Faculty is responsible to inform the candidate of the reasons which may result in the candidate being barred from sitting for the examination not later than W3.



MASTER'S

3) If the candidate is barred from sitting for the final examination of a course, the Dean of the Faculty shall inform the candidate in writing latest by the W12 in a Normal Semester and W5 in a Special Semester.

4) The candidate is given 1 week from the date of the letter to submit his appeal. Based on reasonable grounds, the Dean of the Faculty may withdraw the notice for barring. The final decision regarding the candidate's appeal shall be made by the Dean of the Faculty latest by W14 in a Normal Semester and W7 in a Special Semester.

PART VIII

FUNCTIONS OF THE COMMITTEE OF EXAMINERS

DOCTORAL

MASTER'S

- 1) Assess the examiners' reports with regard to the thesis/dissertation of a candidate;
- 2) Conduct and assess the viva voce for the candidate;
- 3) Decide on the level of achievement of the thesis/dissertation and the viva voce in accordance with the provisions of the Regulations and recommend to the Senate;
- 4) Report to the Senate on any matters pertaining to the quality or conduct of an examination of a thesis/dissertation; and
- 5) Maintain confidentiality of all matters concerning the examination.

COMMITTEE OF EXAMINERS (JKP) (MASTER'S DEGREE)

Programme of Study by Research and Mixed Mode (research component)

The membership of JKP shall comprise as follows:

- (i) Dean of the Faculty or Deputy Dean of Postgraduate (PG) or any Professor of the University as the chairman;
- (ii) Deputy Dean of PG;
- (iii) *A Professor or an AP of the University appointed by the Faculty
- (iv) Head of Department (HoD) / Faculty's Programme Coordinator; and
- (v) 2 examiners appointed by the Faculty. Examiner for the programme of study by research shall consist of an External Examiner and an Internal Examiner. For the programme of study by mixed mode, the examiners shall consist of an External Examiner and an Internal Examiner or 2 Internal Examiners.

Note: *Professor or AP appointed by the Faculty shall be an expert in the candidate's field of research or from the nearest field of research, if possible from among the Faculty members. The appointment shall be approved by the Faculty meeting, while the number of Professor or AP is subject to the suitability and needs of the Faculty.

- If the Dean of the Faculty is unable to carry out his duties as the Chairman, the Deputy Dean of PG or any Professor's of the University appointed may carry out the duties as Chairman.
- Quorum for the JKP meeting should comprise of at least 3 including the Chairman and an examiner.
- If the Dean or the Deputy Dean of PG of the Faculty or Professor appointed by the University of HoD or Programme Coordinator is the supervisor of the candidate concerned, he shall attend the meeting as invitee and not as a member of the JKP.

COMMITTEE OF EXAMINERS (JKP) (MASTER'S DEGREE)**Programme of Study by Mixed Mode (coursework component), Coursework and Clinical**

- The membership of JKP shall comprise as follows:
 - (i) Dean of the Faculty as chairman;
 - (ii) Deputy Dean of PG;
 - (iii) HoD concerned;
 - (iv) Coordinator of the field concerned who is responsible for any of the courses or programme of study not within the Department / Faculty;
 - (v) **External Programme Examiner** (If any);
 - (vi) Any Internal Examiners; and
 - (vii) Any other relevant parties appointed by the Faculty.
- If the Dean of the Faculty is unable to carry out his duties as the Chairman, the Deputy Dean of PG may carry out the duties as Chairman.
- Quorum for the JKP meeting shall consist of the chairman and 1/3 of the membership of JKP. Quorum for programme by clinical should comprise of 3 including the Chairman.
- For emergency reasons, any full-time University teacher may be appointed as member of the JKP with written consent from the Vice-Chancellor (VC).

COMMITTEE OF EXAMINERS (JKP) (DOCTORAL DEGREE)

Programme of Study by Research and Mixed Mode (research component)

- The membership of JKP shall comprise as follows:
 - (i) Dean of the Faculty or his rep. as Chairman. In the circumstances where the Dean of the Faculty is not able to carry out his duties as the Chairman, he may appoint his rep. from among Professor or AP from within or outside the Faculty.
 - (ii) Deputy Dean of PG;
 - (iii) A rep. from the Senate:
 - A) In the circumstances where the Chairman is appointed from among Professor or AP from within the Faculty, the invited Senate rep. shall be from the outside the Faculty.
 - B) In the circumstances where the Chairman is appointed from among Professor or AP from outside the Faculty, the invited Senate rep. can be from within the Faculty.
 - (iv) HoD or Programme Coordinator concerned; and
 - (v) 3 examiners for programme of study by research or 2 examiners for programme of study by mixed mode.
- Quorum for the JKP meeting shall be 4 including the Chairman, Deputy Dean of PG and an examiner. For a Faculty that does not have a department, the quorum is 3, which includes the Chairman, Deputy Dean of PG and an examiner.
- If the Dean of the Faculty or the Deputy Dean of PG or HoD or Programme Coordinator is the supervisor of the candidate concerned, he shall attend the JKP meeting as invitee and not as a member of the JKP.

Programme of Study by Mixed Mode (Coursework component) and Coursework

- The membership of JKP shall comprise as follows:
 - (i) Dean of the Faculty as Chairman. If the Dean is unable to carry out his duties as Chairman, the Deputy Dean of PG may perform the duties of the Chairman;
 - (ii) Deputy Dean of PG;
 - (iii) HoD or Programme Coordinator;
 - (iv) Coordinator of the field concerned;
 - (v) External Examiner (if required);
 - (vi) Any Internal Examiners; and
 - (vii) Any other relevant parties (if required) appointed by the Faculty.

Note: A Professor that is appointed by the Faculty is abolished from the membership.
- Quorum for the JKP meeting shall be at least 3 including the Chairman.
- For emergency reasons, any full-time University teacher may be appointed as member of the JKP with written consent from the VC.

Programme of Study by Clinical (Clinical coursework component)

- The membership of JKP shall comprise as follows:
 - (i) Dean of the Faculty as Chairman. If the Dean is unable to carry out his duties as Chairman, the Deputy Dean of PG can perform the duties of the Chairman;
 - (ii) Faculty's Deputy Dean of PG;
 - (iii) HoD concerned;
 - (iv) Programme Coordinator or the Chairperson of the concerned field;
 - (v) External Programme Examiner of the programme concerned (if any);
 - (vi) Any Internal Examiner; and
 - (vii) **Any other concerned person (if any)** appointed by the Faculty.
- Quorum for JKP meeting shall be at least 3 including the Chairman.
- For emergency reasons, any full-time University teacher may be appointed as member of the JKP with written consent from the VC.

Programme of Study by Clinical (Research Component)

- The membership of JKP shall comprise as follows:
 - (i) Dean of the Faculty or his rep. as Chairman. **In the circumstances where the Dean of the Faculty is unable to carry out his duties as the Chairman, he may appoint his rep. from among the Professor or AP from within or outside the Faculty.**
 - (ii) Deputy Dean of PG;
 - (iii) HoD;
 - (iv) Programme Coordinator concerned; and
 - (v) 2 examiners that are expert in the field concerned.

Note: Senate representative is abolished from the membership.

- Quorum for the JKP meeting comprise of 3 including Chairman, Deputy Dean of PG and an examiner.
- Where the Dean of the Faculty or the Deputy Dean of PG or HoD or Programme Coordinator is the supervisor of the candidate concerned, he shall attend the JKP meeting as an invitee and not as a member of the JKP.

PART VIII

EXTERNAL EXAMINER

Existing

RESEARCH MODE

New

DOCTORAL

- 2 External Examiners shall be appointed by Senate and 1 Internal Examiner shall be appointed by Faculty to examine the candidate's thesis. If there is no appropriate expertise among the University teachers to be appointed as Internal Examiner, another External Examiner may be appointed to perform the duties of the Internal Examiner.
- The appointment of an External Examiner shall be approved by Senate. The criteria for appointment is determined by the University from time to time.

MASTER'S

- 1 External Examiner and 1 Internal Examiner shall be appointed by the Faculty to examine the candidate's dissertation. If there is no appropriate expertise among the University teachers to be appointed as an Internal Examiner, another External Examiner may be appointed to perform the duties of the Internal Examiner.
- The appointment of an External Examiner shall be approved by the Faculty. The criteria for appointment is determined by the University from time to time.

PART VIII EXTERNAL EXAMINER

Existing

MIXED MODE

New

DOCTORAL

- For the research component, 1 External Examiner shall be appointed by the Senate and 1 Internal Examiner shall be appointed by the Faculty to examine the candidate's thesis. If there is no appropriate expertise among the University teachers to be appointed as an Internal Examiner, another External Examiner may be appointed to perform the duties of the Internal Examiner.
- The appointment of an External Examiner shall be approved by Senate. The criteria for appointment is determined by the University from time to time.

MASTER'S

- For the research component, 1 External Examiner and 1 Internal Examiner or 2 Internal Examiners shall be appointed by the Faculty to examine the candidate's dissertation.
- The appointment of an External Examiner shall be approved by the Faculty. The criteria for appointment is determined by the University from time to time.

PART VIII EXTERNAL EXAMINER

Amended

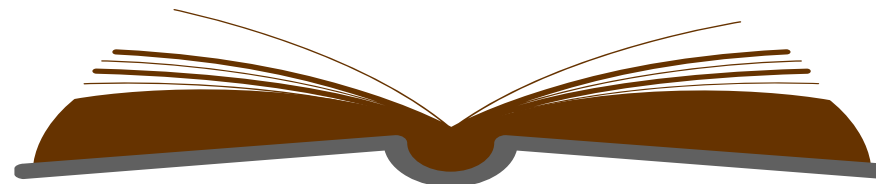
COURSEWORK & CLINICAL MODE

DOCTORAL

- For the research component, 1 External Examiner and 1 Internal Examiner shall be appointed by the Faculty to examine the candidate's dissertation. If there is no appropriate expertise among the University teachers to be appointed as an Internal Examiner, another External Examiner may be appointed to perform the duties of the Internal Examiner.
- The appointment of an External Examiner shall be approved by the Faculty. The criteria for appointment is determined by the University from time to time.

EXTERNAL EXAMINER'S REPORT FOR DOCTORAL & MASTER'S CANDIDATE

An External Examiner appointed to examine a candidate's thesis or dissertation shall submit his report in the prescribed format as soon as possible but not exceeding **45 days** from the date of acceptance of the thesis or dissertation. The Dean of the Faculty may recommend to replace an External Examiner who did not perform his responsibilities satisfactorily.



PART VIII

Amended

ASSESSMENT FOR PROGRAMME OF STUDY BY COURSEWORK

Marks	Grade	Grade Point	Meaning
90 - 100	A+	4.0	High Distinction
80 - 89	A	4.0	Distinction
75 - 79	A-	3.7	
70 - 74	B+	3.3	
65 - 69	B	3.0	Pass
60 - 64	B-	2.7	Fail
55 - 59	C+	2.3	
50 - 54	C	2.0	
45 - 49	C-	1.7	
40 - 44	D+	1.5	
35 - 39	D	1.0	
0 - 34	F	0.0	

- 'Conditional Pass' category is abolished
- Passing grade is grade B

Note: Applicable to all cohort of candidate beginning Academic Session 2019/2020.

Applicable to candidates who are pursuing clinical programme at the Faculty of Dentistry beginning with Intake Session 2019/2020 and thereafter.

PART VIII

ASSESSMENT FOR PROGRAMME OF STUDY BY CLINICAL (Faculty of Dentistry)

Marks	Grade	Meaning
90 - 100	A+	High Distinction
80 - 89	A	Distinction
75 - 79	A-	
70 - 74	B+	
65 - 69	B	Pass
60 - 64	B-	Fail
55 - 59	C+	
50 - 54	C	
45 - 49	C-	
40 - 44	D+	
35 - 39	D	
0 - 34	F	

- Grade A+ is introduced
- Passing grade is grade B

New

Note: For candidates who are pursuing Clinical programme at the Faculty of Medicine, please refer to the Faculty's Postgraduate Handbook.

FAILED AND TERMINATED FROM PROGRAMME OF STUDY – Based on Academic Performance

 Existing DOCTORAL MASTER'S Amended

- 1** Did not achieve the minimum passing grade for core course including core courses that are compulsory by the Faculty after **three attempts**;
- 2** Obtain a GPA of less than 3.00 for 3 consecutive semesters including Special Semester (if any);
- 3** A candidate who is re-admitted after terminated from his programme of study and obtains a CGPA of less than 3.00 in the examination for the semester in which he has registered immediately upon re-admission will be terminated from his study.
- 4** **Unsatisfactory Progress Report for 2 consecutive semesters;**
- 5** **Fail Candidature Defence presentation twice;**
- 6** **Fail the thesis or dissertation's examination and viva voce; or**
- 7** **Fail to fulfil the conditions and requirements of the programme study within the maximum duration.**



CONDITIONS OF TERMINATION FROM PROGRAMME OF STUDY

1

- A candidate who plagiarised his thesis or dissertation (Doctoral candidate) and dissertation or research report (Master's candidate) as stipulated under the University Malaya (Discipline of Students) Rules 1999;

2

- A candidate who gave false information pertaining to his admission to the University or committed any academic dishonesty other than stipulated in the University Malaya (Discipline of Students) Rules 1999;

3

- A candidate who fails to renew his candidature for two (2) consecutive semesters.

4

- Senate uses its discretion to terminate the registration of any candidate at any time if Senate is of the opinion that the candidate is incapable to complete his programme of study. The candidate's name will be removed from the list of University registered students and the candidate shall stop being a student of the University. The decision made by Senate is final.

5

- A candidate who fails to pay all fees and other payments within the stipulated time by the University may cause the candidate to be barred from registering in the next semester and his status as the student of the University may be terminated.

6

- A candidate who registers concurrently for any other programme of study that will lead to the award of any degree in this University or any other university or institution. Any candidate found to be in breach of this regulation may have his candidature terminated by the University without refund of any fees and other payments that have been paid.

PART VIII

REPEATING A FAILED COURSE



DOCTORAL

MASTER'S

- For a candidate repeating the same course, the best grade point will be taken into account.

- A candidate who fails any Elective course, may repeat the same course or take another course from the same category as a replacement to the failed course.

- A candidate who fails any core course is required to repeat the same course until he achieves at least a passing grade, subject to the maximum duration of his candidature. The best grade will be taken into account for the calculation of the CGPA.



- For a candidate taking a different course as a replacement, the grade point of that course will be calculated cumulatively.

- If a candidate obtains a fail grade 3 times for the same course, the candidate shall be terminated from his programme of study.

PART VIII SPECIAL EXAMINATION

Amended

DOCTORAL

MASTER'S

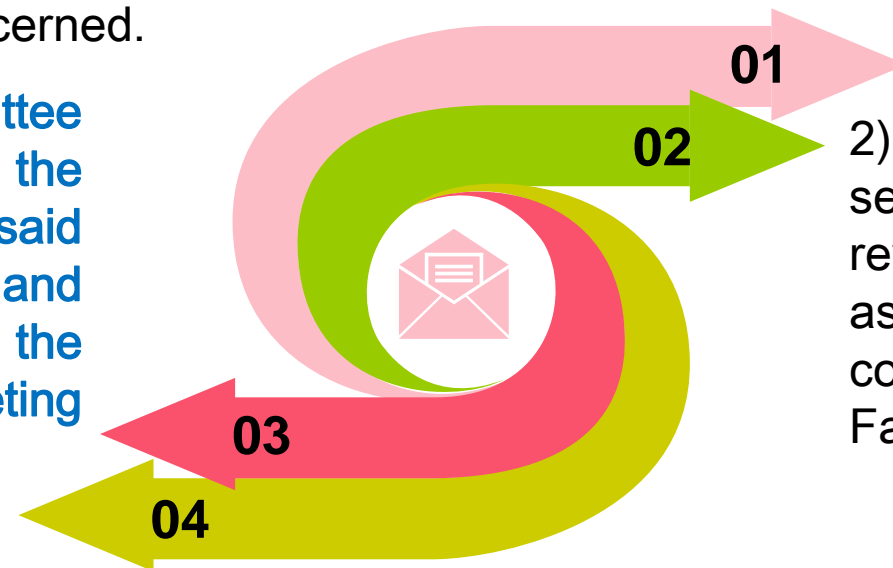
- A candidate who does not take the whole or part of the special examination of a course registered without a reason acceptable to the JKP, will be given **zero (0) mark** for the whole or part of the course.

PART IX APPEAL AGAINST EXAMINATION RESULTS

Amended

1) The Dean of the Faculty shall appoint a second examiner for the course concerned.

3) The Faculty Appeals Committee shall decide to retain or amend the mark and/or grade of the said candidate. The original examiner and the second examiner may attend the Faculty Appeals Committee meeting if needed. |



2) The original examiner and the second examiner appointed must review the answer script and/or any assessment component for the said course and report the review to the Faculty Appeals Committee.

4) The Faculty Appeals Committee shall recommend the amendments of marks and/or grades of the candidate to the JKP for approval. |

PART IX

Amended

APPEAL TO REVIEW EXAMINATION RESULTS OF THESIS OR DISSERTATION

DOCTORAL

MASTER'S

- A candidate who is not satisfied with the examination results of the thesis or dissertation may appeal in writing to the Director of AASC within **1 month** (existing regulation – 6 months) from the date of notification of examination results.

PART IX

Amended

APPEAL TO CONTINUE WITH STUDIES

- A candidate who has failed and is terminated from a course examination may appeal in writing to the Dean of the Faculty to continue with his studies within **1 semester** (change made to standardize with UG, existing regulation – 1 month) from the date of notification of his examination results. The appeal will not be considered if the application exceeds the specified period.

DOCTORAL

MASTER'S

1) Membership of Appeals Committee at the Faculty is as follows:

- a) Dean of the Faculty as Chairman;
- b) Deputy Dean of PG;
- c) HoD;
- d) Programme Coordinator concerned ; and
- e) Full time teacher appointed by the Faculty

2) If the Dean is unable to carry out his duties as Chairman of the Faculty Appeals Committee, the Deputy Dean of PG may perform the duties of the Chairman.

3) Quorum for the Faculty Appeals Committee comprises of the Chairman and 2 members. |

PART IX

POWERS OF THE FACULTY APPEALS COMMITTEE



DOCTORAL

MASTERS

- 1) The Faculty Appeals Committee shall consider and approve as below:
 - (a) appeal from a candidate who obtained unsatisfactory status in his Progress Report for 2 consecutive semesters.
 - (b) Appeal from a candidate who has failed twice in his Candidature Defence presentation.
- 2) The Faculty Appeals Committee shall consider and recommend to the JKP any amendments on marks and/or grade for approval.
- 3) The Faculty Appeals Committee shall consider and recommend to the University Appeals Committee as below:
 - (a) candidate who failed and exited programme of study based on academic achievement,
 - (b) candidate whose extension period has lapsed after his maximum candidature period ended, and
 - (c) candidate whose candidature has lapsed due to failure to register continuously for **2 semesters.**

PART XI

GRADUATION – Programme of Study by Research

Amended

DOCTORAL

MASTER'S

Existing

A candidate shall fulfil the following requirements for the purpose of graduation for a programme of study by Research:

- has achieved sufficient academic merit and has passed in the examination of his thesis or dissertation and *viva voce*;
- Has fulfilled other requirements determined by the Faculty;

1

3

- has fulfilled the language requirement as prescribed;

2

4

- has fulfilled other requirements approved by Senate from time to time.

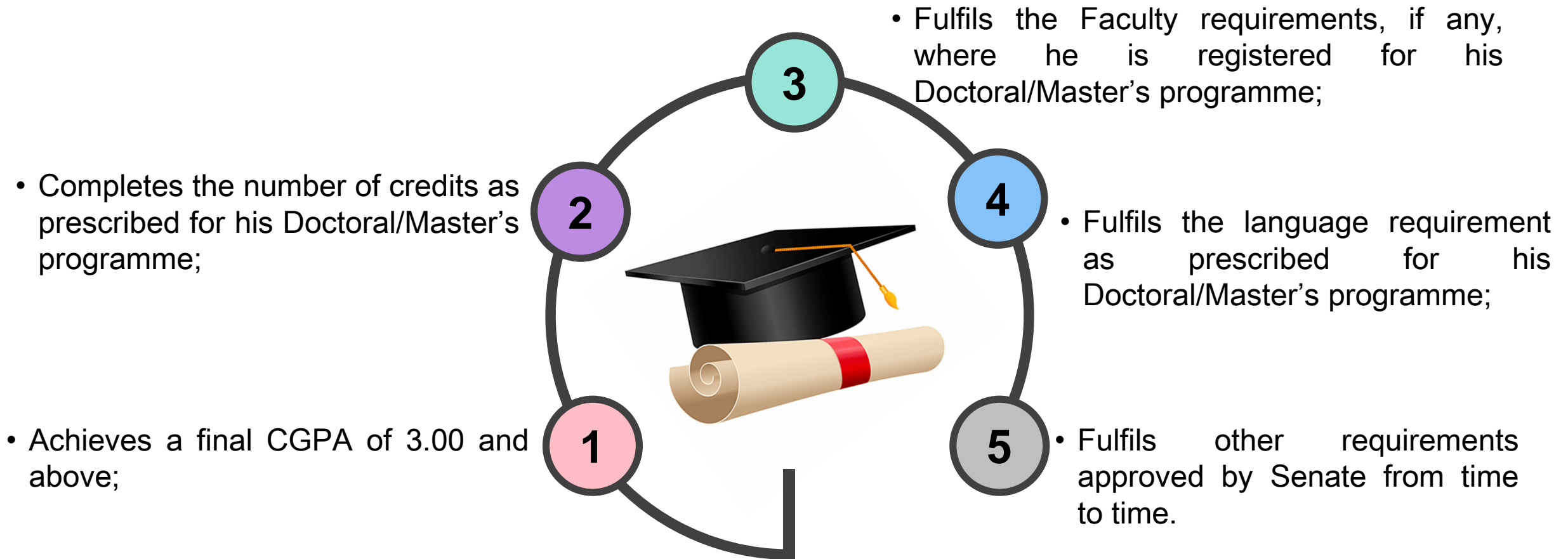
GRADUATION – Programme of Study by Coursework and Mixed Mode

Amended

DOCTORAL

MASTER'S

New



6) For a programme of study by coursework, the number of credits required for the purpose of graduation is **at least 2/3 from the total overall credits for the programme of study** and must be obtained through courses conducted by the University except for University collaborative programme and professional programme administered by the professional body.

PART XI

Amended

GRADUATION - Programme of Study by Clinical

DOCTORAL

MASTER'S

01



- Pass the examination for the Doctoral/Master's Degree by Clinical.

- Fulfil other requirements set by the Faculty, if any, for the Doctoral/Master's Degree by Clinical.

02



- Fulfil the language requirement prescribed.

03



- Fulfil other requirements approved by the Senate from time to time.

04



PART XI

GRADUATION – With Distinction

Programme of Study by Research and Mixed Mode	
DOCTORAL	MASTER'S
a) achieved a final CGPA of 3.70 and above;	a) achieved a final CGPA of 3.70 and above;
b) never failed any courses;	b) never failed any courses;
c) never repeated any courses throughout his programme of study;	c) never repeated any courses throughout his programme of study;
d) Thesis is recommended with Distinction by the JKP based on the examiner's report;	d) Dissertation is recommended with Distinction by the JKP based on the examiners report;
e) Thesis and coursework component has been completed and submitted by the candidate for examination not exceeding 6 semesters from the date the candidate first registered;	(e) Dissertation and coursework component has been completed and submitted for examination by the candidate not exceeding 5 semesters from the date the candidate first registered;
f) Thesis is the first submission for examination;	(f) Dissertation is the first submission for examination;
g) fulfils other requirements determined by the Faculty from time to time.	(g) Fulfils other requirements determined by the Faculty from time to time

Note: The award of Distinction Thesis is abolished.

PART XI

GRADUATION – With Distinction

Amended

Programme of Study by Coursework	
DOCTORAL	MASTER'S
a) achieved a final CGPA of 3.70 and above;	a) achieved a final CGPA of 3.70 and above;
b) never failed any courses;	b) never failed any courses;
c) never repeated any courses throughout his programme of study;	c) never repeated any courses throughout his programme of study;
d) completed the programme of study for the coursework component within a period not exceeding 4 Normal Semesters from the candidate's first semester of registration;	d) completed the programme of study for the coursework component within a period not exceeding 4 Semesters from the date of the candidate's initial registration with the exception of candidates pursuing Master of Business Administration and Masters of Architecture, completed the programme within a period not exceeding 5 semesters.
e) the dissertation is recommended with Distinction by the JKP based on the examiner's report;	
f) Dissertation completed and submitted by the candidate for the examination within a period not exceeding 2 Normal Semesters from the first semester of registration of candidate for the research component; and	
g) Dissertation has never been sent for re-examination	

PART XI

GRADUATION – With Distinction

Programme of Study by Clinical

Amended

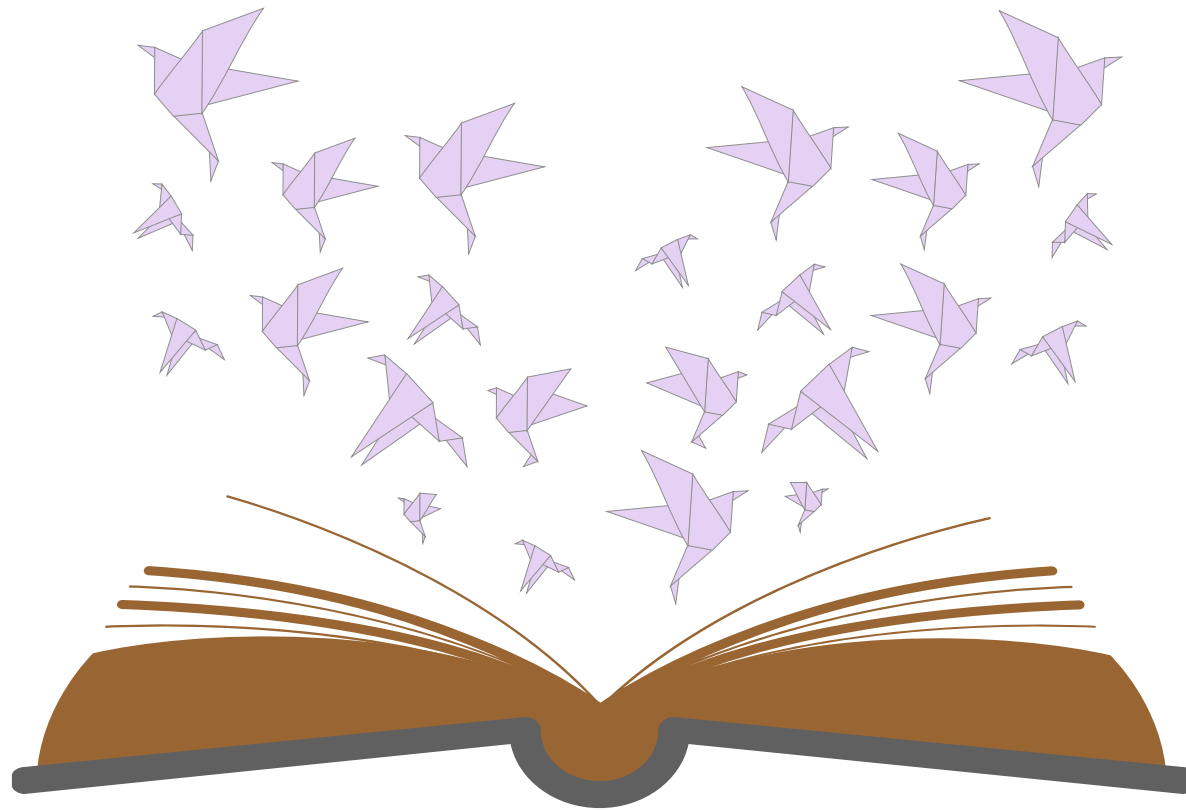


New

DOCTORAL

MASTER'S

DOCTORAL	MASTER'S
	1) A candidate from the Faculty of Dentistry may be awarded a Masters Degree (With Distinction) when he has:
a) achieved grade A+ for all Core Courses in the professional examination ;	a) achieved grade A+ for all Core Courses in the professional examination;
b) never failed any courses;	b) never failed any courses;
c) never repeated any courses throughout his programme of study;	c) never repeated any courses throughout his programme of study;
d) completed the programme of study within a period not exceeding 6 Normal Semesters from candidate's first semester of registration;	d) completed the programme of study within a period not exceeding 4 years from the candidate's initial registration.
e) the dissertation has been recommended with Distinction by the JKP based on the examiner's report; and	2) A candidate from the Faculty of Medicine who has fulfilled the graduation requirement as determined by Senate and stated in the Faculty's Postgraduate Handbook.
f) Dissertation has never been sent for re-examination	



THANK YOU

Prepared by: Academic Policy Unit, ASP Centre