

TIAC PhD RESEARCH FELLOWSHIP SCHEME – GUIDELINE

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|  | Document Required | Candidate | TIAC Office |
| 1. | Completed and signed application forms |  |  |
| 2. | One (1) copy of passport-sized photograph with a blue background |  |  |
| 3. | Curriculum Vitae |  |  |
| 4. | Copies of academic qualifications   1. Master’s degree |  |  |
| 1. Bachelor’s degree |  |  |
| 1. TOEFL / IELTS certified   \* Each copy of the academic qualifications **MUST BE CERTIFIED TRUE AS PER THE ORIGINAL** and any document in a foreign language **MUST BE TRANSLATED INTO THE ENGLISH LANGUAGE.** |  |  |
| 5. | Other relevant certificates.  Please state: |  |  |
| 6. | First page of publications  \* First page of the publication should be attached together. |  |  |
| 7. | Referee’s Report   1. Referee Report 1 |  |  |
| 1. Referee Report 2   \* It is responsibility of the applicant to update any documents necessary. Please ensure to submit together with the application |  |  |

Name (Applicant): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (Supervisor): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department & Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The applicant should:

• Identify the Supervisor and:

* Submit the application form in **two (2)** copies **[one (1) hardcopy and one (1) softcopy]** together with the curriculum vitae, and all relevant documents to:

**Tun Ismail Ali Chair (TIAC) Unit**

**Faculty of Business & Economics**

**University of Malaya**

**50603 Kuala Lumpur Malaysia**

**Email Address: tiac@um.edu.my**

**Attention to: Associate Prof. Dr. Kwek Kian Teng**

* Please ensure the checklist are together with application form.
* Email the softcopy of the completed application form, curriculum vitae, and all relevant documents (PDF) in one (1) file to tiac@um.edu.my.
* Incomplete application will NOT BE PROCESSED.
* If your application is successful, foreign applicants are not to assume duty until being notified that the visa and employment pass application has been approved by the immigration authorities in Malaysia.

**TIAC RESEARCH FELLOWSHIP SCHEME** **APPLICATION FORM**

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| SECTION A (COMPULSORY TO BE COMPLETED BY THE APPLICANT) | | |
| PART I: PERSONAL PARTICULARS | | |
| |  | | --- | | Please place your photo here | |  |   Passport - sized photograph with a blue background. | **1. Full Name:**  (Please use CAPITAL LETTERS and underline your family name.) | |
| **2. Nationality:** | |
| **3. IC No:** | |
| **4. Details of Passport** | |
| 1. **Date & Place of Issue:** | 1. **Date of Expiry:** |
| **5. Date of Birth:** | **6. Place of Birth:** |
| **7. Age:** | **8. Religion:** |
| **9. Sex (Male / Female):** | **10. Marital Status (Single / Married):** |
| 11. Correspondence Address: |  | |
| 12. Telephone No: | **Office:** | **Mobile:** |
| 13. Email Address: |  | |

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| PART II: ACADEMIC QUALIFICATIONS (Please attach a certified true copy of the certificates) | | | | | |
| No. | **Name of Certificate** | **Field** | **Name of Institution** | **Grade/Class/**  **CGPA & Year** | **Thesis/Dissertation**  **Supervisor** |
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| 4. |  |  |  |  |  |
| Title of Thesis/Dissertation for Masters / Bachelor’s degree (Please attach the description of the Thesis/Dissertation) | | | | | |
| Membership of Professional Institutions or Societies (up to 5) (Please attach a certified true copy of the certificates) | | | | | |
| Membership | | **Name of Award** | | | **Date of Award** |
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| 2. | |  | | |  |
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| 5. | |  | | |  |
| Scholarship/awards obtained (up to 5) (Please indicate and enclose documentary evidence, if any) | | | | | |
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| DECLARATION OF SPONSORSHIP  Are you bonded with your sponsor? \* YES/NO  Yes  No | | | | | |

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| PART III: ACADEMIC TRACK RECORD (List in chronological order) | |
| Research Publications (Please attach the first page of listed publications) | |
| *List up to 5 of your most significant research publications and MUST be a main author for at least 3 publications. For 5 of these publications, provide a statement describing their significance and your contribution (up to 350 characters). Research publications may include (but not limited to):*   1. *Peer-reviewed publications* 2. *Books* 3. *Book Chapters* 4. *Policy papers/Guideline*   *Publications should be in chronological order with the most recent first. Please give citation in full, including title of paper and all authors unless more than 10. Please use "et al" if number of authors more than 10. Bold and underline your name to indicate your authorship. Please follow the APA 6th Referencing and Citation Styles.* | |
|  | **Publication:** |
| **Contribution:** |
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| PART IV: EMPLOYMENT / WORKING EXPERIENCE | | | | | | | | | | | |
| Company & Address | | | **Job Description** | | | | | | **Duration** | | **Year** |
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| REFEREES: Name TWO (2) persons. Your referees should be able to comment on your academic standing, professional competence, and research ability. One of them MUST be your supervisor for your higher degree thesis/ dissertation or your current or recent employer. The deadline is within 2 weeks after submitting the application. Please submit the referee form via email tiac@um.edu.my) | | | | | | | | | | | |
| Name | | | **Appointment** | | | | **Address** | | | | |
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| Any other relevant information (if any): | | | | | | | | | | | |
| PART V: NEXT OF KIN | | | | | | | | | | | |
| Name | **Relationship** | | | **Nationality** | | **Occupation** | | **Present Address and Telephone No.** | | | |
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| PART VI: OTHER INFORMATION | | | | | | | | | | | |
| List of countries in which you have resided during the past five years | | | | | | | | | | | |
| From | | **To** | | | **Address** | | | | | **Country** | |
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| PART VII: SUPERVISOR INFORMATION | | | | |
| Name of Supervisor: | | | | |
| Department: | | **Faculty:** | | |
| PART VIII: RESEARCH GRANT INFORMATION (external grant(s) only. FRGS grants are NOT considered.) | | | | **For Office Use Only** |
| Grant Number | **Start Date** | | **End Date** | **Balance** |
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| PART IX: RESEARCH PROPOSAL | |
| Research Title: | |
| Type of Research: | **Subject categories:** |
| Research Clusters/Areas: | **Others, please specify:** |
| Research Objectives: | |
| 1. Lay summary of Research Project (around 500 words)   Please provide a summary of your project that people who may not be familiar with the subject can understand. The description of your project may publish on the website if your application is successful.  (Please include the problem statement, objectives, research methodology, expected output/outcomes/implication, and significance of output from the research project)   1. Details of the Proposal   1. Problem Statement  2. Hypothesis  3. Research Questions  4. Objective(s) of the Research  5. Relevance to Government Policy  6. Literature Reviews  7. Description of Methodology  8. Reference | |

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| PART X: APPLICANT DECLARATION |
| I hereby confirmed that all information specified in this application are correct and true. All copies of certificates and letters of recommendation in support of this application are certified as requested.    I agree that the TIAC unit has the right to reject this application or cancel the offer at any time if the information given is found to be untrue.    I agree that the TIAC unit has the right to reject this application without giving any reasons.        Name: ……………………………………….......................……..    Signature: ……………………………................………....... Date: ……..........……………………………….. |