CENTRE FOR GRADUATE STUDIES

**PPS - 01**

UNIVERSITI PERTAHANAN NASIONAL MALAYSIA

*Duty, Honour, Integrity*

**APPLICATION CHECKLIST (For office use only)**

**Applicant’s Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- |
| **No.** | **Documents Required** | **Tick (√)** |
| 1 | Completed and signed application form (2 copies). |  |
| 2 | Two (2) copies of passport-sized colour photographs. |  |
| 3 | Certified copies of degree/equivalent qualifications, full academic transcripts, and professional certificates in Bahasa Malaysia or English. (2 copies) |  |
| 4 | Certified copies of TOEFL/IELTS/refer to page xx. (2 copies) **(For International Students only)** |  |
| 5 | Latest three (3) months bank statement or evidence of financial support. **(For Local Students only)** |  |
| 6 | Two (2) copies of research proposal. **(Format based on Guidelines for Writing a Research Proposal) For research programme only** |  |
| 7 | Financial Guarantee **(For International Students only)**   * Letter of undertaking for Scholarship/training award/study loan/financial affidavit |  |
| 8 | Two (2) copies of international passport (front page only). **(For International Students only)** |  |
| 9 | Any other relevant documents.   * Please state:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

**CONFIRMATION OF RECEIPT OF APPLICATION FORM**

We hereby confirm that the Centre for Graduate Studies, Universiti Pertahanan Nasional Malaysia has received your application form and we have begun processing your application.

|  |  |
| --- | --- |
| Received by:  Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Officer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Official Stamp: |

**PPS - 01**

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**APPLICATION FORM FOR GRADUATES STUDIES**

**IN UPNM**

* ***Please submit the application in 2 copies.***

PHOTO

1. **PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| **1** | **Name (as in International**  **Passport or Identification Card)** |  |
| **2** | **International Passport No. / IC No.** |  |
| **3** | **Date of Birth** |  |
| **4** | **Gender** |  |
| **5** | **Marital Status** |  |
| **6** | **Religion** |  |
| **7** | **Disability (if any)** |  |
| **8** | **Nationality/Citizenship** |  |
| **9** | **Home Address** |  |
| **9** | **Correspondence Address (if different from Home Address)** |  |
| **10** | **Country of Origin** |  |
| **11** | **Contact Number (Home)** |  |
| **(Mobile)** |  |
| **(Fax)** |  |
| **12** | **E-mail** |  |

1. **DETAILS OF CANDIDATURE / PROGRAMME APPLIED**

**Level of study Mode of Programme Mode of study**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Master |  |  | Research |  |  | Full time |
|  | PhD |  |  | Coursework |  |  | Part time |

1. **RESEARCH PROGRAMME** (For Research Programme only**)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Faculty** | **NEC Code** | **Please tick (/)** | **Faculty** | **NEC Code** | **Please tick (/)** |
| **Faculty of Defence Science and Technology (FSTP)** | 481 |  | **Faculty of Engineering (FKJ)**  **Faculty of Defence Studies and Management (FPPP)** | 520 |  |
| 830 |  | **Faculty of Defence Studies & Management (FPPP)** | 340 |  |
| 540 |  | 310 |  |
| 440 |  | **Language Center (PB)** | 140 |  |
| 420 |  | **Academy of Defence Fitness (AKP)** | 810 |  |
| 461 |  |  |  |  |
| 462 |  |  |  |  |

\**Please refer to Attachment 1 for the list of NEC Code and Field of Study*

Field of study : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\**Please refer to Attachment 1 for the list of NEC Code and Field of Study*

Proposed Supervisor (*if any*):

1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposed Research Title (*Please attach a research proposal*):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**2. COURSEWORK PROGRAMME** (For Coursework Programme only)

|  |  |  |  |
| --- | --- | --- | --- |
| **Faculty** | **NEC Code** | **Programme** | **Please tick (/)** |
| **Faculty of Engineering (FKJ)** | 520 | Master of Mechanical Engineering |  |
| 520 | Master of Science in Engineering (Aeronautics) |  |
| **Faculty of Defence Studies and Management (FPPP)** | 340 | Master of Business Administration (Supply Chain and Logistics) |  |
| 340 | Master of Business Management (Defence and Security) |  |

**C. ACADEMIC QUALIFICATIONS**

1. Details of Degree / Diploma obtained from University / College / other tertiary institutions

*\*Please attach degree/ diploma and academic transcript certified copies.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of**  **Institutions** | **Year of**  **Entry** | **Year of**  **Graduation** | **Qualifications obtained** | **Achivement**  **(CGPA/Result/**  **Score)** |
|  |  |  |  |  |
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1. Proficiency in English Language. **(For International Student Only)**

(*Minimum score TOEFL : Paper based - 550 , Internet based - 80 , computer based – 213)* (*Minimum score IELTS : Level 5.5*)

*\*Please attach certified copies of relevant certificates.*

|  |  |  |
| --- | --- | --- |
| **Name of Examination / Test** | **Band / Score** | **Year Passed** |
| **TOEFL** Paper based  Internet based  Computer based |  |  |
| **IELTS** |  |  |
| **OTHERS** |  | |

1. Other professional qualifications (if any). Please attach certified copies of the relevant certificates.

|  |  |  |
| --- | --- | --- |
| **Qualifications** | **Year Awarded** | **Name of Institution** |
|  |  |  |
|  |  |  |

**D. WORKING EXPERIENCES (if any)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | | **Position** | **Employer** |
| **From (Year)** | **To**  **(Year)** |
|  |  |  |  |
|  |  |  |  |
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**E. RELEVANT RESEARCH EXPERIENCES (if any)**

|  |  |  |
| --- | --- | --- |
| **Fields of Research** | **Year of**  **Research** | **Name of and Location of Research Institution** |
|  |  |  |
|  |  |  |
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**F. PUBLICATIONS (if any)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title of**  **Publication** | **Author(s)** | **Year of**  **Publication** | **Name and location of**  **the Publisher** |
|  |  |  |  |
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**G. FINANCIAL SUPPORT**

I am Self-Financing. *\*Please provide financial evidence.*

I am sponsored by my employer / government of my country *\*Please provide sponsorship evidence.*

Study loan fund (Please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If others, please specify : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**H. REFEREES**

|  |  |
| --- | --- |
| **1st Referee** | **2nd Referee** |
| Name : | Name : |
| Position : | Position : |
| Organization : | Organization : |
| Address : | Address : |
| Telephone Number : | Telephone Number : |
| E-mail Address : | E-mail Address : |

**I. NEXT OF KIN**

|  |  |
| --- | --- |
| **1st Next of kin** | **2nd Next of kin** |
| Name : | Name : |
| Address : | Address : |
| Telephone Number : | Telephone Number : |
| E-mail Address : | E-mail Address : |

**J. APPLICANTS DECLARATION**

**(For local applicants)**

|  |
| --- |
| i. I declare that all the information stated in this application form is true and correct.  ii. I understand that at any time the information or part thereof stated in this declaration is found contrary of facts, the University has the authority to disqualify or, if I am already admitted, to terminate my candidature.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of Applicant Date |

**(For international applicants)**

|  |
| --- |
| i. I declare that all the information stated in this application form is true and correct.  ii. I understand that at any time the information or part thereof stated in this declaration is found contrary of facts, the University has the authority to disqualify or, if I am already admitted, to terminate my candidature.  iii. I understand that as a non-citizen in Malaysia, I will require a Work Permit from appropriate Malaysian authorities in order to be engaged in any form of employment in Malaysia. I also understand that such work permit is not issued to non-citizen who are under Student Visa/Pass.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of Applicant Date |

**Update : 26/02/2020**

**PUSAT PENGAJIAN SISWAZAH**

***CENTRE FOR GRADUATE STUDIES***

**GARIS PANDUAN PENYEDIAAN CADANGAN PENYELIDIKAN**

**(*GUIDELINES FOR WRITING A RESEARCH PROPOSAL*)**

Permohonan untuk Program Sarjana dan Doktor Falsafah (secara penyelidikan).

*Application for Master’s and Doctoral Programmes (by Research).*

A. Cadangan Penyelidikan tuan/puan hendaklah mengandungi perkara-perkara berikut dan ditulis dalam Bahasa Inggeris / Bahasa Melayu.

*Your Research Proposal must be written in English / Bahasa Melayu. It should consist of the following:*

* 1. *Title of Research*
  2. *Background of the research*
  3. *Problem Statement / Thesis Statement*
  4. *Aims and Objectives of the research*
  5. *Research Methodology / Research Design*
  6. *Expected significant contribution to new knowledge and applied value of outcome of research*
  7. *References*

B. Kertas cadangan tersebut hendaklah ditaip atas kertas bersaiz A4 dan tidak melebihi had maksima 10 mukasurat.

*Your research proposal must be typed on A4 size paper. The whole proposal should not exceed 10 pages.*

**Attachment 1**

**Faculty of Defence Science and Technology (FSTP)**

|  |  |  |  |
| --- | --- | --- | --- |
| **NEC CODE** | **FIELD OF STUDY** | **NEC CODE** | **FIELD OF STUDY** |
| 481 (Computer science) | * Computer Science | 440 (Physical science) | * Physics * Chemistry   Earth science |
| 540 (Manufacturing and processing) | * Food processing * Applied science * Maritime technology | 462 (Statistics) | * Statistics |
| 860 (Security services) | * Security services * Military and defence | 461 (Mathematics) | * Mathematics |
| 421 (Biology and biochemistry) | * Biology and biochemistry |  |  |

**Faculty of Engineering (FKJ)**

|  |  |  |
| --- | --- | --- |
| **NEC CODE** | **FIELD OF STUDY** | |
| 520 (Engineering and engineering trades) | **Electrical and Electronic Engineering**   * Antenna Engineering * High Voltage Engineering * IC Design * Material Engineering * Sensor, Processor & Controller * Artificial Intelligent & Network Engineering * Optics Engineering * Power Transmission * Radar & Satellite Navigation Engineering * Renewable Energy Engineering * Signal Processing * Software Development * Wave and Propagation * Electrical and Electronic Engineering Technology | **Mechanical Engineering**   * Advanced & Smart Materials * Combustion & Fuel * FEA & CFD * Aerospace & Aeronautic Engineering * HVAC & Thermal Systems * Engineering & Defence technology * Ergonomics & Human factors engineering * Turbomachinery & Turbocharger * Impact & Structural mechanics * Materials engineering & Nanotechnology * Additive & Advanced Manufacturing * Mechatronics * Sustainable and Renewable Energy Engineering * Engineering dynamics and acoustics * Structural integrity & durability * Automotive Engineering * Weapon System and Platform * Instrumentation and Control Engineering |
| **Civil Engineering**   * Engineering, Engineering Technology & Defence structures / materials * Geotechnical engineering * Water engineering, waste water and environmental engineering * Highway and transportation | * Project Management * Geospatial and GIS * Disaster, safety and emergency management * CBRNe * Green Technology & Sustainable Development |

**Faculty of Defence Studies and Management (FPPP)**

|  |  |  |  |
| --- | --- | --- | --- |
| **NEC CODE** | 310 (Social and behavioural science) | 340 (Business and administration) | |
| **FIELD OF STUDY** | * Psychology Counselling * Criminology * Demography/ Population Study * Ethnology   + Ethnicity Ethnography * Sociology * Women Studies * Civics   + Military & Society * Human Rights * International Relation   + Strategic & International Relations   + East Asian Regional Security   + International Humanitarian Law   + International Relations   + International Security * Peace & Conflict Studies   + War & Conflict * Political History * Political Science   + Foreign & Defence Security   + Malaysian Defence & Security Policy   + Strategic Thought * Politics * Applied Economics * Defence Economy * Financial Economics * International Economics * Human Resources Economics | * Consumer Services * Retailing * Stock-Keeping * Ware-Housing * Wholesaling * Marketing * Advertising * Market Research * Sales & Marketing * Banking & Finance * Business Finance * Finance Theory * Financial Management * Investment Analysis * Investment & Securities * Accounting * Auditing * Book Keeping * Tax Accounting * Administration * Logistic Management * Management Skills * Industrial Relations * Quality Assurance | * Quality Management * Recruitment * Training Management * Resources Management   + Intergrating Military Storage Resources   + Resources & Inventory Management   + Impact Of Military Culture & Productivity   + Support Resources Deployment   + Family Development & Resources   + Management   + Enterpreneur Affair * Business Management |
| * Human Resource Management * Organisational Theory & Behaviour * Purchasing, Procurement & Contracts * Personnel Administration * Personnel Management * Business Administration * Employment Management * Performance appraisal * Supply Chain Management | |

**Language Centre (PB)**

|  |  |  |
| --- | --- | --- |
| **NEC CODE** | **FIELD OF STUDY** | |
| 140 (Teacher training and education sciences) | * Education Technology * Practical Pedagogical Courses * Teacher Education * Teacher Training * Education Sciences * Curriculum Development (Theory) | * Educational Assessment, Testing and Measurement * Educational Evaluation and Research * Pedagogical Sciences (Education) * Class Teacher Training * Elementary Teacher Training * Secondary Teaching   Teacher Training, Theoretical Subjects eg. English, Mathematics and History |

**Academy of Defence Fitness (AKP)**

|  |  |  |
| --- | --- | --- |
| **NEC CODE** | **FIELD OF STUDY** | |
| 810 (Personal services) | * Sport Coach Education * Sport Coaching Performance * Sport Coaching Technology * Sport Exercise Physiology * Sport Biomechanics * Motor Learning and skill acquisition * Physical Conditioning * Sport Psychology | * Sport Coaching Management * Sport Technology * Sport Biomechanics * Sport Nutrition and Performance * Physical Training in Sport * Motor Learning and skill acquisition   Sport Management |