

Sila isikan borang ini dengan menggunakan **HURUF BESAR.**

*Please complete this form in* ***BLOCK LETTERS***.

**PERMOHONAN / APPLICATION FOR**

|  |  |
| --- | --- |
|  | Sesi Pembentangan Kertas Cadangan / *Proposal Presentation Session* |
|  | Sesi ‘Confirmation Defence’ (PhD Fast Track) / *Confirmation Defence Session (Fast PhD Track)* |
|  | Sesi ‘Candidature Defence’ / *Candidature Defence Session* |
|  | Seminar Sebelum Penyerahan Tesis / *Seminar Before Submission of Thesis* |

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| --- | --- | --- | --- | --- |
| 1. **MAKLUMAT CALON / *Candidate’s Details***   **UNTUK DIISI OLEH CALON / *TO BE COMPLETED BY THE CANDIDATE*** | | | | |
| Nama / *Name*: |  | | | |
| No. Matrik / *Matric No*.: |  | | Semester Semasa / *Current Semester:* |  |
| Program / *Programme*: |  | | | |
| Penyelia / *Supervisor(s)*: |  | | | |
| No. Telefon Bimbit /  *Mobile Phone No*.: |  | E-mel / *E-mail*: |  | |
| Tajuk Tesis / Disertasi / Laporan Penyelidikan  *Title of Thesis / Dissertation / Research Report*: |  | | | |
| Date to avoid (*if applicable*): |  | | Tandatangan / *Signature:* |  |
| 1. **PENGESAHAN PENYELAI / *Supervisor’s Confirmation***   **UNTUK DIISI OELH PENYELIA / *TO BE COMPLETED BY THE SUPERVISOR(S)*** | | | | |
| Cadangan nama panel sesi pembentangan (sekurang-kurangnya tiga): Pengesahan Panel /  *Nomination of panel members (at least three) Panel’s Comfirmation*   1. *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*   *(Ketua Jabatan atau wakil / Head Department or Representative)*   1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \* Penyelia dikehendaki   (Penyelia / Supervisor) mendapat persetujuan panel /  Supervisors are required to  Obtain the panel’s Consent | | | | |
| **Tarikh yang dicadangkan / *Proposed Date*:** | |  |  |  |

|  |  |  |
| --- | --- | --- |
| Nota / *Note*:  Borang ini hendaklah dihantar ke Pejabat Ijazah Tinggi sekurang-kurangnya dua (2) minggu sebelum tarikh pembentangan yang dicadangkan. Borang yang tidak lengkap tidak akan diterima.  *Please ensure that this form is submitted to the Postgraduate Office at lease two (2) weeks prior to the suggested presentation date to facilitate arrangements. Incomplete forms will not be accepted* | **Untuk Kegunaan Pejabat** | |
| Tarikh diterima: | |
|  | Borang lengkap |



|  |  |  |
| --- | --- | --- |
| 1. **PENGESAHAN PENYELIA / Supervisor’s Confirmation [samb]**   **UNTUK DIISI OLEH PENYELIA / TO BE COMPLETED BY THE SUPERVISORS(S) [cont’d]** | | |
| Saya mengesahkan bahawa calon telah bersedia untuk membuat sesi pembentangan kertas cadangan / ‘cadidature defence’ / seminar sebelum penyerahan tesis.  *I hereby confirm that the candidate is ready to present of the proposal presentation session / candidature defence / semianr before submission of thesis.* | | |
| Nama Penyelia /  *Supervisor’s name*: |  | Cop Rasmi dan Tandatangan  *Official Stamp and Signature* |
| Tarikh / *Date*: |  |
| Nama Penyelia /  *Supervisor’s name*: |  | Cop Rasmi dan Tandatangan  *Official Stamp and Signature* |
| Tarikh / *Date*: |  |
| 1. **PERAKUAN KETUA JABATAN / PENYELARAS PROGRAM**   ***Endorsement by Head of Department / Program Coodinator*** | | |
| Perakuan /  *Recommendation*: | Disokong / *Supported Tidak Disokong / Not* Supported | |
| Pelantikan Panel /  *Appointment of Panel:* | Diperakukan / *Endorsed Tidak Diperakukan / Not* Endorsed\*\* | |
| \*\* Sekiranya tidak memperakukan cadangan nama panel, mohon kemukakan cadangan nama yang lain:  \*\* *Please suggest alternative names if you do not agree with the panel nominated by the supervisor*.   1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Ulasan (jika ada) / *Comments (if any):* | | |
|  | | |
| Cop Rasmi dan Tandatangan  *Official Stamp dan Signature* | Tarikh / *Date*: | |
| 1. **KELULUSAN TIMBALAN PENGARAH (IJAZAH TINGGI & PENYELIDIKAN ) ATAU PENGARAH /**   ***Approval by Deputy Director (Postgraduate & Research) or Director*** | | |
| Permohonan diluluskan / Permohonan tidak diluluskan /  *Application approved Application rejected* | | |
| Ulasan (jika ada) / *Comments (if any*): | | |
|  | | |
| Cop Rasmi dan Tandatangan  *Official Stamp and Signature* | Tarikh / Date: | |



**PENYERAHAN LAPORAN PENYELIDIKAN / SUBMISSION OF RESEARCH REPORT**

Calon dikehendaki mengemukakan empat (4) salinan Laporan Penyelidikan mengikut kategori pembentangan seperti berikut:

*Candidates are required to submit four (4) copies of their Research Report according to the following categories*:

1. **PEMBENTANGAN KERTAS CADANGAN / PROPOSAL PRESENTATION**

Kertas cadangan penyelidikan lengkap (3,000 – 7,000 patah perkataan) yang mengandungi:

*A complete research proposal (3,000 – 7,000 words) containing*:

1. Pengenalan, pernyataan masalah dan skop penyelidikan; *Introduction, problem statement and scope of research;*
2. Objektif penyelidikan; *Research Objectives;*
3. Ringkasan Kajian Literature; *Literature Review;*
4. Penerangan conceptual framework atau ringkasan kaedah ujikaji (experiment) atau ringkasan rekabentuk kajian dan keperluan peralatan; *Description of conceptual framework or summary of experimental methods or summary of study design and equipment requirements;*
5. Kepentingan dan Kepentingan Kajian; *Significance of Research;*
6. Preliminary Findings / Pilot Test (dapatan awal, Sekiranya ada); *Preliminary Findings / Pilot Test (preliminary findings, If any);*
7. Cadangan jadual kerja berdasarkan tarikh penyerahan tesis / disertasi yang ditetapkan; dan *Proposed work schedule based on the thesis/dissertation submission date;*
8. Bibliografi; *Bibliography;*
9. **CONFIRMATION DEFENCE (bagi calon Kemasukan Secara Fast Track [Accelerated Admission])**

Laporan Cadangan Penyelidikan (4,000 – 7,000 patah perkataan) yang mengandungi:

*A complete research proposal (4,000 – 7,000 words) containing:*

(a) Pengenalan, penyataan masalah dan skop penyelidikan; *Introduction, problem statement and scope of research;*

1. Objektif penyelidikan; *Research Objectives;*
2. Kajian Literature yang lengkap; *Literature Review;*
3. Kaedah penyelidikan yang kukuh; *Robust research methods;*
4. Kepentingan dan kerelevanan kajian; *Importance and relevance of the study;*
5. Preliminary Findings / Pilot Test (dapatan Awal, Sekiranya ada); *Preliminary Findings / Pilot Test (preliminary findings, If any):*
6. Cadangan jadual kerja berdasarkan tarikh penyerahan tesis / disertasi yang ditetapkan; dan *Proposed work schedule based on the thesis/dissertation submission date;*
7. Bibliografi; *Bibliography;*
8. **CANDIDATURE DEFENCE**

Laporan Cadangan Penyelidikan (5,000 – 10,000 patah perkataan) yang mengandungi:

*A complete research proposal (5,000 – 10,000 words) containing:*

1. Abstrak (500 patah perkataan di dalam Bahasa Malaysia dan Bahasa Inggeris; *Abstract (500 words in Bahasa Malaysia and English;*
2. Objektif dan penyataan masalah; *Objectives and problem statements;*
3. Kepentingan dan kerelevanan kajian; *Significance and relevance of the study:*
4. Kajian literatur yang ringkas dan padat; *A brief and concise literature review;*
5. Kaedah penyelidikan yang kukuh; *Robust research methods;*
6. Hasil penyelidikan yang telah diperolehi setakat ini; *Research finding;*
7. Bibliografi yang ringkas dan padat; *Concise bibliography;*
8. Rancangan penyelidikan yang membawa kepada penyerahan disertasi / tesis pada tarikh yang ditetapkan; dan *Research plan leading to the submission of the dissertation/thesis by the due date;*
9. Senarai penerbitan atau kertas persidangan yang dibentang dalam tempoh pencalonan, sekiranya ada; *List of publications or conference papers presented during the candidate period, if any;*
10. **SEMINAR SEBELUM PENYERAHAN TESIS (pelajar Ph.D) / *SEMINAR BEFORE SUBMISSION OF THESIS (PhD student)***

Calon dikehendaki menyerahkan Penyerahan ringkasan tesis berserta abstrak kepada Pejabat Ijazah Tinggi, Fakutli Seni Kreatif selewat-lewatnya tiga (3) hari bekerja sebelum tarikh pembentangan. Ringkasan tesis perlu disemak oleh penyelia sebelum diserahkan kepada panel. *Candidates are required to submit the thesis summary together with the abstract to the Postgraduate Office, Faculty of Creative Arts, no later than three (3) working days before the date of presentation. The Thesis Summary needs to be reviewed by the supervisor before it is submitted to the faculty. It should be submitted to the faculty before it is given to the panel.*

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Laporan mesti dikemukakan kepada Pejabat Ijazah Tinggi, Fakulti Seni Kreatif **selewat-lewatnya satu minggu sebelum tarikh pembentangan**. Sekiranya calon gagal berbuat demikian, calon akan dilarang daripada membuat pembentangan dan seterusnya gagal sesi pembentangan untuk semester tersebut.

*The report must be submitted to the Postgraduate Office, Faculty of Creative Arts.* ***at least one week prior to the presentation date****. Candidates may be barred and may fail the presentation sessions for the semester if they fail to submit the report on time.*

Semua Pembentangan bersama Panel Penilai adalah dalam tempoh tidak melebihi 45 minit termasuk sesi soal jawab. *All Presentations with the Panel of assessors 45 minutes including question and answer sessions.*