

	<b>PERKHIDMATAN UTAMA SISWAZAH</b>  <b>PEJABAT TIMBALAN NAIB CANSOLOR (AKADEMIK &amp; ANTARABANGSA)</b> Kod Dokumen: PU/S/BR05/GS-42
	<b>PERMOHONAN UNTUK SANGKUTAN PENYELIDIKAN DI LUAR NEGARA APPLICATION FOR RESEARCH ATTACHMENT OVERSEAS</b>

**A. MAKLUMAT PELAJAR  
STUDENT INFORMATION**

Nama: \_\_\_\_\_ No. Matrik: \_\_\_\_\_  
 Name: \_\_\_\_\_ Matric No.: \_\_\_\_\_  
 No. K.P: \_\_\_\_\_ Bilangan Semester Semasa: \_\_\_\_\_  
 I.C. No.: \_\_\_\_\_ No. of Current Semester: \_\_\_\_\_

Program:                      PhD                       Master   
 Programme:                      PhD                       Master

Fakulti/Institut: \_\_\_\_\_  
 Faculty/Institute: \_\_\_\_\_

No. Tel.: \_\_\_\_\_ Emel: \_\_\_\_\_  
 Tel. No.: \_\_\_\_\_ Email: \_\_\_\_\_

**B. MAKLUMAT SANGKUTAN PENYELIDIKAN  
RESEARCH ATTACHMENT**

1. Nama dan Jawatan Penganjur:  
 Name and Position of Host: \_\_\_\_\_

2. Alamat Penganjur:  
 Host Address: \_\_\_\_\_

3. Tarikh                      Dari:                      Hingga:  
 Date                      From:                      Until: \_\_\_\_\_

4. Tajuk Penyelidikan:  
 Title of Research: \_\_\_\_\_

5. **Maklumat penyelidikan (sila lampirkan maklumat, jika perlu):**  
**Research information (please attach information, if necessary):**

a) Objektif Projek:  
 Objective of Project: \_\_\_\_\_

b) Cadangan kajian yang akan dijalankan:

*Research Proposal:*

c) Justifikasi pemilihan universiti/institut luar negara:

*Justify choice of university/institute overseas:*

d) Nyatakan impak/kaedah teknologi yang berfaedah kepada penyelidikan dan negara selepas tamat sangkutan:

*State the impact/significance of technology which will be beneficial to the research and country after the research attachment:*

6. Nyatakan perbelanjaan (Bantuan kewangan adalah maximum RM 4,000.00)

*Specify expenditure (The award is up to a maximum of RM 4,000.00)*

<b>Perincian Detail</b>	<b>Kos (RM) Cost (RM)</b>
Tambang kapal terbang: <i>Airfare:</i>	
Penginapan: <i>Accommodation:</i>	
Lain-lain: <i>Others:</i>	
<b>JUMLAH: TOTAL:</b>	

**Saya mengesahkan maklumat yang dinyatakan di atas adalah benar.**

***I certify that the information stated above is true.***

.....  
(Tandatangan pemohon)  
(Applicant's signature)

.....  
(Tarikh)  
(Date)

**C. SOKONGAN DARI PENERUSI JAWATANKUASA PENYELIAAN  
SUPPORT FROM THE CHAIRMAN OF SUPERVISORY COMMITTEE**

Saya **sokong/tidak sokong** permohonan pelajar  
I hereby **support/do not support** his/her application

.....  
(Tandatangan Pengerusi Jawatankuasa Penyeliaan)  
(Signature of Chairman of Supervisory Committee)

Cap  
Stamp

.....  
(Tarikh)  
(Date)

**D. KEBENARAN DARI DEKAN/TIMBALAN DEKAN (SISWAZAH) FAKULTI/PENGARAH/TIMBALAN  
PENGARAH INSTITUT  
ENDORSEMENT BY THE DEAN/DEPUTY DEAN (POSTGRADUATE) OF FACULTY/DIRECTOR/DEPUTY OF  
DIRECTOR INSTITUTE**

Saya **membenarkan/tidak membenarkan** permohonan pelajar.  
I **endorse/do not endorse** this application.

.....  
(Tandatangan Dekan/Timbalan Dekan (Siswazah)/  
Pengarah/Timbalan Pengarah)  
(Signature Dean/Deputy Dean (Postgraduate)/  
Director/Deputy Director)

Cap  
Stamp

.....  
(Tarikh)  
(Date)

**E. UNTUK KEGUNAAN PEJABAT SEKOLAH PENGAJIAN SISWAZAH  
FOR SCHOOL OF GRADUATE STUDIES OFFICE**

Pengesahan daripada Jawatankuasa Pemilih Menghadiri Seminar/Persidangan dan Mobiliti Antarabangsa  
Bagi Pelajar Siswazah  
*Endorsement by Seminar/Conference and International Mobility for Graduate Students Selection Committee*

*Diluluskan*  
*Approved*

*Tidak Diluluskan*  
*Not Approved*

Bil. No. Mesyuarat:  
*Meeting No.:*

Tarikh:  
*Date:*

**BANTUAN KEWANGAN UNTUK SANGKUTAN PENYELIDIKAN PELAJAR SISWAZAH TEMPATAN DI LUAR NEGARA**  
**FINANCIAL AID FOR LOCAL GRADUATE STUDENTS TO UNDERTAKE OVERSEAS RESEARCH ATTACHMENT**

Pelajar siswazah tempatan UPM dijemput menghantar permohonan bantuan kewangan untuk aktiviti sangkutan penyelidikan di universiti/institut luar negara. Pemohon yang diluluskan akan mendapat bantuan kewangan sebanyak RM 4, 000.00.

*Local graduate students at UPM are invited to apply for financial assistance for a research attachment activity at a university/institute overseas. The successful applicant will receive financial assistance of up to a maximum of RM 4, 000.00.*

**Pemohon perlu memenuhi syarat-syarat berikut:**

***The selection criteria are as follows:***

- a) Pelajar warganegara Malaysia yang sedang mendaftar dalam Program Masters (dengan tesis) atau PhD.  
*Student with Malaysian Citizenship currently registered for a Masters (with thesis) or PhD Programme at UPM.*
- b) Status Pengajian--- **“Good Standing”** dan tidak pernah mendapat status **“Probation”**.  
*Study Status --- “Good Standing”.*
- c) Tempoh sangkutan penyelidikan pelajar adalah 1 hingga 3 bulan. (Justifikasi mesti diberikan jika tempoh sangkutan melebihi 3 bulan).  
*Length of research attachment should be between 1-3 months. (Justification must be provided if duration is more than 3 months).*
- d) Mendapat surat sokongan dari universiti/institut luar Negara. Sangkutan penyelidikan dengan universiti/institusi luar Negara yang mempunyai *Memorandum of Understanding* (MOU) dengan UPM digalakkan.  
*A letter of support has to be provided by the overseas host institution. Research attachment with a university/institution which has a ‘Memorandum of Understanding’ (MOU) with UPM is encouraged.*
- e) Mendapat kebenaran dari Pengerusi Jawatankuasa Penyeliaan.  
*Endorsement must be obtained from the Chairman of Supervisory Committee.*
- f) Mendapat kebenaran dari Dekan/Timbalan Dekan (Siswazah) Fakulti/Pengarah/Timbalan Pengarah Institut.  
*Approval has been granted by the Dean/Deputy Dean (Postgraduate) of Faculty/Director/Deputy Director of Institute.*
- g) Laporan mestilah diserahkan kepada Dekan, Sekolah Pengajian Siswazah, UPM sebulan selepas sangkutan penyelidikan tamat.  
*A report needs to be submitted to Dean, School of Graduate Studies, UPM one month after completion of research attachment.*
- h) Membentangkan hasil penyelidikan selewat-lewatnya sebulan selepas sangkutan penyelidikan tamat.  
*Deliver an Oral presentation at faculty/institute.*

Permohonan mestilah di hantar ke Sekolah Pengajian Siswazah dengan menggunakan borang **PERMOHONAN UNTUK SANGKUTAN PENYELIDIKAN DI LUAR NEGARA (PU/S/BR05/GS-42)**.  
*Application should be submitted at School of Graduate Studies using **APPLICATION FORM FOR RESEARCH ATTACHMENT OVERSEAS (PU/S/BR05/GS-42)**.*

**Panduan Laporan Penyelidikan**  
**Research Report Guideline**

1. Jelaskan secara ringkas tujuan sangkutan penyelidikan.  
*Briefly explain the goals of the research attachment.*
2. Terangkan impak/kaedah teknologi yang berfaedah kepada penyelidikan dan negara yang diperolehi hasil dari sangkutan penyelidikan.  
*State the impact/significance of the technology which will be beneficial to the research and country as a result of the research attachment.*
3. Terangkan bagaimana sangkutan penyelidikan dapat meningkatkan pengalaman anda sebagai seorang mahasiswa siswazah.  
*State how the research attachment has enhanced your experience as a postgraduate student.*
4. Jelaskan pada masa hadapan kolaborasi bersama pihak institusi (jika berkaitan).  
*Briefly indicate further collaborations with the host institution (if relevant).*
5. Cadangan untuk meningkatkan “Bantuan Kewangan untuk Sangkutan Penyelidikan Pelajar Siswazah Tempatan di Luar Negara”.  
*Recommendations to improve the “Financial Aid to undertake Overseas Research Attachment” for local graduate students.*

Further Information, please refer:

**International and Learning Support Unit**

School of Graduate Studies

Universiti Putra Malaysia

Tel no.: 03 8946 4216/4207

Email: [saiful@upm.edu.my](mailto:saiful@upm.edu.my)

Web: [www.sgs.upm.edu.my](http://www.sgs.upm.edu.my)