



UPM
UNIVERSITI PUTRA MALAYSIA
BERILMU BERBAKTI

PUTRA[®]
PERTANIAN UNTUK RAKYAT



GUIDELINE FOR INTERNATIONAL COLLABORATIVE PROGRAMMES

JOINT, DUAL, AND DOUBLE DEGREE PROGRAMMES

©Office of the Deputy Vice Chancellor (Academic and International), Universiti Putra Malaysia

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ABBREVIATIONS

HEI	Higher Education Institution <i>Institusi Pengajian Tinggi</i>
ICP	International Collaborative Programme <i>Program Kerjasama Antarabangsa</i>
JKF	Faculty Committee <i>Jawatankuasa Fakulti</i>
JKPSU	University Graduate Studies Committee <i>Jawatankuasa Pengurusan Siswazah Universiti</i>
JKPT	Higher Education Committee <i>Jawatankuasa Pendidikan Tinggi</i>
JKTK	Financial Standing Committee <i>Jawatankuasa Tetap Kewangan</i>
JPU	University Management Committee <i>Jawatankuasa Pengurusan Universiti</i>
JKPKA	Academic Equivalency Assessment Committee <i>Jawatankuasa Penilaian Kesetaraan Akademik</i>
LPU	University Board of Directors <i>Lembaga Pengarah Universiti</i>
MoA	Memorandum of Agreement <i>Memorandum Perjanjian</i>
MQA	Malaysian Qualifications Agency <i>Agensi Kelayakan Malaysia</i>
MQF	Malaysian Qualifications Framework <i>Kerangka Kelayakan Malaysia</i>
PPUU	Office of the Legal Advisor <i>Pejabat Penasihat Undang-undang</i>
PSPK	Centre for Corporate Strategy and Relations <i>Pusat Strategik dan Pembangunan Korporat</i>
PTJ	Responsibility Centre (Faculties, Schools or Institutes) <i>Pusat Tanggungjawab (Fakulti, Sekolah, Institut)</i>
SGS	School of Graduate Studies <i>Sekolah Pengajian Siswazah</i>
UPM	Universiti Putra Malaysia



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PREFACE



In today's rapidly evolving global academic landscape, international collaboration plays a vital role in enhancing the quality, relevance, and competitiveness of higher education. Recognizing this, Universiti Putra Malaysia (UPM) is committed to strengthening its global engagement by establishing joint, dual, and double degree programmes.

These initiatives are aligned with UPM's vision to become a university of international repute, distinguished by academic excellence, impactful research, and global partnerships. Through these programmes, UPM aims to offer students enriched academic experiences and exposure to diverse educational and cultural environments.

This guideline is developed to serve as a structured reference for PTJs involved in the planning, development, and implementation of joint, dual, and double degree programmes. It outlines the core principles, processes, and approval procedures necessary to ensure alignment with UPM's academic standards and compliance with national and global regulatory requirements.

We hope that the guidelines will serve as a practical and comprehensive resource to support PTJs in advancing UPM's global academic presence and in nurturing graduates equipped with the skills and competencies to thrive in an increasingly interconnected world.

Prof. Ir. Dr. Abd Rahim Abu Talib
Deputy Vice Chancellor (Academic and International)
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SCOPE

This guideline serves as a structured and comprehensive reference for the development, implementation, and management of International Collaborative Programmes (ICP) including joint, dual, and double degree programmes between UPM and other Higher Education Institutions (HEIs).

It is specifically intended for use by any PTJs at UPM which are directly involved in the planning, coordination, and execution of joint, dual and double degree programmes.

In addition to guiding internal processes, the guideline can also serve as a reference during preliminary discussions and negotiations with potential partner institutions, ensuring clarity and mutual understanding of UPM's expectations, academic standards, and regulatory requirements.

This guideline is organized into the following sections:

- **Section 1:** Introduction of the ICP
- **Section 2:** Requirements and Implementation of the ICP
- **Section 3:** Approval Process for the Offering of the ICP
- **Section 4:** Roles and Accountability
- **Section 5:** Conclusion

This guideline is designed to support PTJs in ensuring quality, compliance, and strategic alignment in the delivery of recognised academic programmes. The guideline should be read together with:

- i. *Garis Panduan Pelaksanaan Program Ijazah Bersama (Joint Degree), Ijazah Dual (Dual Degree) Dan Ijazah Berganda (Double Degree) di Pemberi Pendidikan Tinggi (PPT), 5 Februari 2020;*
- ii. The respective Quality Assurance (QA) documents provided by Malaysian Qualifications Agency (MQA) – Code of Practices (COPs), Standards, Programme Standards, Guidelines to Good Practices, Circulars, Circular Letters, Notification Letters and Advisory Notes; and
- iii. Other relevant documents (Policies, Guidelines, Handbooks, Circulars, etc.) applicable in UPM.

SECTION 1: INTRODUCTION OF THE ICP

UPM is a leading research university dedicated to excellence in education, research, and innovation at both national and global levels. Guided by its vision to become a university of international repute, UPM has consistently strengthened its global presence through strategic partnerships and impactful collaborations with reputable institutions worldwide.

In support of this internationalisation agenda, the International Collaborative Programme (ICP) was first introduced in 2009 to expand educational opportunities and enhance graduate employability through institutional collaboration, flexibility in learning, and multidisciplinary qualifications.

The ICP, which comprises Joint Degree, Dual Degree, and Double Degree programmes, can be defined as academic programmes that are jointly developed and offered by UPM in collaboration with selected reputable partner institutions. Its primary objectives are:

- To promote and strengthen bilateral cooperation between UPM and its partner institutions, particularly in research and joint supervision;
- To provide opportunities for students to study abroad while obtaining a degree from UPM and/or a partner institution;
- To provide students with global exposure through shared learning experiences;
- To enable students acquire expertise in two complementary fields of study; and
- To deliver education more efficiently in terms of time and cost.

Since its inception, UPM has established partnerships with over 20 institutions across Asia, Europe, Oceania, and North America. Through these collaborations, UPM has produced more than 50 graduates, each equipped with global perspectives and academic credentials from reputable institutions.

The ICP serves as a strategic enabler in UPM's pursuit of global excellence. By collaborating with institutions from countries renowned for their academic and research strengths, the ICP enhances UPM's global visibility and reinforces its position as a hub for international education and innovation.

Moving forward, UPM seeks to expand these collaborations into new regions and disciplines, further diversifying its global academic network and strengthening its commitment to internationalisation.

Ultimately, the ICP supports UPM’s mission to produce graduates who are not only academically accomplished but also globally competent, forward-thinking, and prepared to lead in an increasingly interconnected world.

Students participating in the ICP may benefit from the following:



Figure 1: Benefits of Participating in the ICP

Figure 1 provides an overview of the key benefits associated with participation in the ICP, including academic enrichment, cross-cultural competence, global networking opportunities, and access to world-class facilities. Ultimately, participation in the ICP equips students with the skills and experiences needed to build strong international networking.

SECTION 2: REQUIREMENTS AND IMPLEMENTATION OF THE ICP

This section outlines the specific requirements and implementation of the ICP at UPM. The following **Table 1** summarises the key components:

Table 1: The Requirements and Implementation of the ICP

(1) DEFINITIONS			
ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Definition	A study programme involving collaboration between UPM and one or more degree-granting institutions of equal standing in the development and offering of the programme, leading to the conferment of one degree with one scroll , jointly issued by both institutions.	Two study programmes from the same or closely related field involving collaboration between UPM and a degree-granting institution of equal standing, leading to the conferment of one degree with two scrolls , each issued by the respective institutions.	Two study programmes from different fields involving collaboration between UPM and a degree-granting institution of equal standing, leading to the conferment of two degrees with two scrolls , each issued by the respective institutions.
	Note: - Joint, dual, and double degree programmes require an agreement between the home and host institutions for all students. - The cotutelle degree, a form of dual degree, requires an agreement between the home and host institutions for each student.		
Use of 'Home Institution' and 'Host Institution'	Home Institution: Refers to the institution where the student initially registers. Host Institutions: Refers to the other or second institution involved in a joint degree, dual degree, or double degree programmes.		
Combination of Fields of Study	Not applicable.	Involve the same or closely related field. Example: Finance and Banking.	Involve different fields of study. Example: Chemical Engineering and Computer Science.
Combination of Programme Structure	Not allowed. Example: Programme by Coursework and Programme by Research.		
Overlapping of Research Scope	Not applicable.	Not applicable.	≤30% overlap in research scopes.

(2) PROGRAMME IMPLEMENTATION			
ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Programme Nomenclature	Based on the nomenclature of new programmes or existing programmes that have undergone conversion as agreed upon by the institutions.	Based on the nomenclature of existing programmes that have received Full Accreditation.	
Curriculum Structure	Jointly developed.	Jointly determined by both institutions.	
Programme Management	Jointly determined by both institutions, covering (but not limited to) the following aspects: (a) The management of the programme shall comply with the existing academic rules and regulations of both institutions; (b) Each institution shall appoint a designated key person or department responsible for managing the programme and supporting students enrolled under the programme; (c) Both institutions shall maintain regular and effective communication to ensure the smooth implementation of the programme; (d) Clear procedures shall be established and formally communicated for coordinating academic calendars, timetables, course offerings, credit transfers, and the residential duration at each institution; (e) Both institutions ensure that information provided to students such as programme structure, academic requirements, tuition fees, and support services is accurate, consistent, and regularly updated; and (f) Any changes to the programme structure, policies, or other arrangements shall be agreed upon by both institutions.		
Minimum Study Duration	Fulfill the minimum study duration at the prescribed MQF level. The study duration as determined by UPM is as follows: Programme by Research: - Master : 1-3 years - PhD : 2-5 years Programme by Coursework: Fulfill the minimum duration of study as specified for the respective programmes.	Fulfill the minimum study duration at the prescribed MQF level. The study duration as determined by UPM is as follows: Programme by Research: - Master : 1-3 years - PhD : 2-5 years Programme by Coursework: Fulfill the minimum duration of study as specified for the respective programmes.	Fulfill the minimum study duration at the prescribed MQF level, with additional study period to complete part of the second programme of study. The study duration as determined by UPM is as follows: Programme by Research: - Master : 1-3 years - PhD : 2-5 years

			Programme by Coursework: Fulfill the minimum duration of study as specified for the respective programmes.
Minimum Graduate Credit	Fulfill the minimum graduate credit requirements at the prescribed MQF level.		Fulfill the minimum graduate credit requirements at the prescribed MQF level, as well as the requirements stipulated for the second programme of study.
Transfer of Credit	Does not involve credit transfer.	Involve horizontal credit transfer.	
Percentage of Credit Transfer	Not applicable.	Subject to the institution’s credit transfer regulations. The percentage of credit transfer determined by UPM is as follows: Postgraduate Programme by Research: Maximum 100%, subject to the existing UPM credit transfer rules and regulations. Postgraduate Programme by Coursework: Maximum 50%, subject to the existing UPM credit transfer rules and regulations. Note: In cases where a professional body or programme imposes specific requirements, the higher requirement shall apply.	
Residential Duration at the Home Institution	Subject to the existing regulations of each institution.		
Residential Duration at the Host Institution	The student is required to undertake a research attachment or attend classes/courses at the host institution. The standard residential duration at the host institution, implemented by UPM is as follows: • Master : 1 semester • PhD : 2 semesters Note: For double degree programme, an extended residential duration at the host institution shall be considered to satisfy the academic requirements of the second programme of study.		

Collaboration Document	A Memorandum of Agreement (MoA) shall be established, and the duration of the collaboration is typically five years, or as mutually agreed upon by both institutions. Note: If a collaboration is initiated at the PTJ level, the respective PTJ at UPM shall be responsible for coordinating the collaboration and preparing the relevant documentation, with advice and guidance from the SGS. SGS shall facilitate the ICP approval process by the relevant committees.	
Admission Requirements	Fulfill the programme admission requirements set by both institutions.	Fulfill the programme admission requirements set by both institutions, whichever is higher.
Student Registration	The student shall register at the home institution only. However, this is also subject to the mutual agreement of both institutions.	The student shall register at both institutions.
Tuition Fee	Depending on the mutual agreement between both institutions, there are typically two financial arrangement options that may be considered: (a) Option 1: Student will pay the tuition fees (nominal and/or credit fees) and other applicable fees to home institution only. Tuition fees are waived by the host institution. (b) Option 2: Student will pay the tuition fees (nominal and/or credit) and other applicable fees to host institution for the duration of their study- Note: Student from the host institution will be charged the standard international fee rate applicable at UPM.	
Student Withdrawal	If a student is withdrawn from the programme at-host institution, he/she may continue his/her studies in normal programme at home institution and receive a normal or single degree.	
Coursework Requirements and Management	The coursework requirements as determined by UPM are as follows: Programme by Research: (a) Research Methodology - 3 credits (b) Seminar - 1 credit (c) Additional credits as required by the respective PTJs Programme by Coursework: The requirements and management of coursework shall follow the study scheme of the respective programmes, as established by PTJs.	
Publication Requirements	Programme by Research: The student must fulfil the publication/s requirement of home or host institution, whichever is higher, prior to graduation. In the absence of this requirement at the student's home institutions, the student is required to adhere to the host institution's publication requirements.	

	Programme by Coursework: The above rule also applies to programmes by coursework that have publication/s requirement.
Intellectual Property Rights	Any intellectual property jointly developed through the collaboration shall be jointly owned by both institutions. The proportion of ownership shall be determined through mutual consultation, based on each institution's respective contributions. Detailed terms regarding ownership and commercialization shall be outlined in a separate document.

(3) IMPLEMENTATION OF THESIS/DISSERTATION AND ORAL EXAMINATIONS

ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Number of Thesis or Dissertation	Programme by Research: One (1) thesis following the guidelines of home institution. Programme by Coursework: Subject to the standard practices of the respective PTJs.	Programme by Research: One (1) thesis following the guidelines of the home institution. Programme by Coursework: Subject to the standard practices of the respective PTJs.	Programme by Research: Typically, two separate theses are required, each following the guidelines of the respective institutions. Consolidation into a single thesis may be considered, subject to the research scope and field of study. Programme by Coursework: Subject to the standard practices of the respective PTJs.
Number of Oral Examination	Programme by Research: (a) The student is required to perform a single oral examination (viva voce). (b) The session will be arranged by and conducted in person at the student's home institution, subject to mutual agreement between both institutions. For double degree, typically, separate oral examinations will be conducted, one at each institution. However, if the theses are consolidated into a single document, it may be feasible to conduct only one oral examination, subject to the scope of research and the field of study. Programme by Coursework: Subject to the standard practices of the respective PTJs.		
Thesis or Dissertation Examination Committee	The number of examiners shall be in accordance with the mutual agreement between both institutions, with at least one examiner from each institution. The composition of the committee, as determined by UPM, is as follows: Programme by Research: - An internal examiner from each institution; - An independent external examiner from both institutions; - A chairman; and - An assistant chairman (if needed)		The number of examiners shall be in accordance with the mutual agreement between both institutions/PTJs, with at least one examiner from each institution/PTJ. The composition of the committee shall follow the requirements for joint/dual degree.

	Programme by Coursework: Subject to standard practices of the respective PTJs.	Note: Two separate committees may be required. However, if the theses are consolidated into a single document, it may be feasible to appoint only one committee, subject to scope of the research, the field of study.
Supervisor or Supervisory Committee	Programme by Research: (a) The main supervisor shall be from the home institution. (b) The co-supervisor shall be from the host institution. (c) At least one supervisor from each institution. Program by Coursework: Subject to standard practices of the respective PTJs.	Programme by Research: (a) The main supervisor shall be from both institutions/PTJs. (b) At least one supervisor from each institution/PTJ. Note: Two separate committees may be required. However, if the theses are consolidated into a single document, it may be feasible to nominate only one committee, subject to scope of research and field of study. Program by Coursework: Subject to standard practices of the respective PTJs.

(4) RECOGNITION AND ACCREDITATION

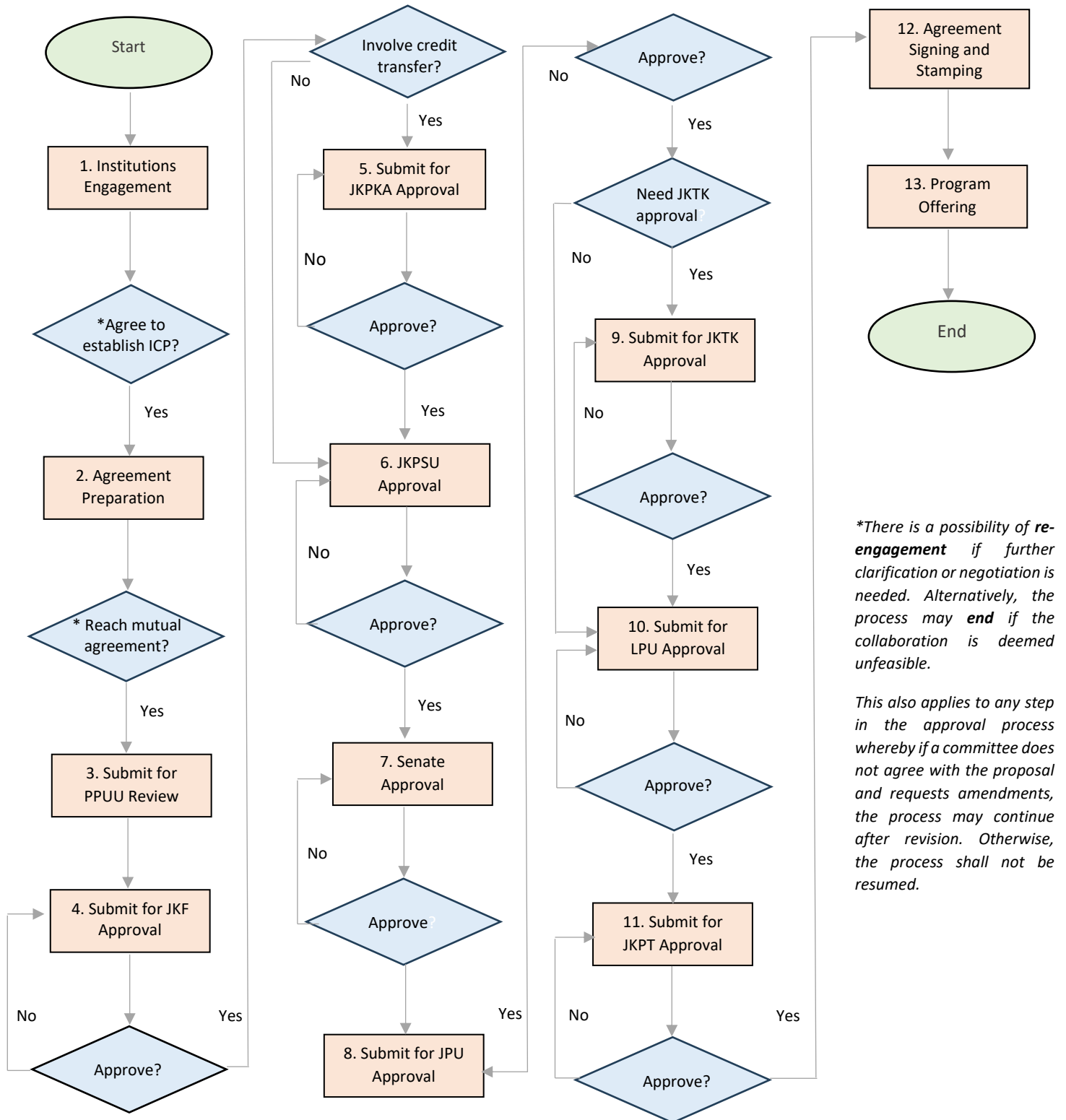
ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Institution Status	Recognized by the authorities or quality regulatory bodies of the country.		
MQA Programme Accreditation	(a) Only new programme needs to undergo Provisional Accreditation and Full Accreditation assessments. (b) Existing programme that has been converted to Joint Degree programme can make use of the existing accreditation. Note: The PTJs can decide whether to convert an existing programme or develop a new programme.	(a) Existing local programmes must have Full Accreditation. (b) Existing overseas programmes must have accreditation or recognition from the respective country's Quality Assurance (QA) bodies.	

(5) AWARDING			
ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Awarding Conditions	Fulfill the awarding conditions of both institutions.		
Ownership and Accountability	Owned by the institutions that confers the degree.		
Awarding of Scrolls	(a) One scroll with a statement of joint degree conferment. (b) The scroll is signed by each collaborating institution or subject to mutual agreement by both institutions. (c) The student may be conferred a normal degree if he/she does not fulfill the graduation requirements of one of the institutions. (a) The type of 'joint degree' programme is stated in the transcript. (b) The student will be invited to the graduation ceremony at both institutions.	(a) Two interlocking scrolls with a linking statement for both programmes. Example: <i>'The programme was conducted under a Dual Degree arrangement between Universiti Putra Malaysia and XXX'</i> (b) The student may be conferred a normal degree if he/she does not fulfill the graduation requirements of one of the institutions. (c) The type of 'dual degree' programme is stated in the transcript. (d) The student will be invited to the graduation ceremony at both institutions.	(a) Two scrolls for two different programmes (one scroll for each programme). (a) The type of 'double degree' programme is stated on the transcript. (b) The student may be conferred a single degree if he/she does not fulfill the graduation requirements of one of the programmes. (c) The student will be invited to the graduation ceremony at both institutions.

(6) APPROVAL PROCESS			
ITEM	JOINT DEGREE	DUAL DEGREE	DOUBLE DEGREE
Approval by JKPT	All PTJs must obtain approval from JKPT before the programme can be offered. PTJs are therefore advised to complete the approval process prior to signing the agreement with the collaborating institution, as detailed in Section 3. However, for a joint degree programme, if the PTJ is developing a new programme, the application procedure for offering the programme shall adhere to the existing workflow for the offering a new programme as detailed in the guide: <u><i>Panduan Penawaran Program Akademik Baharu dan Semakan Kurikulum (Prasiswazah dan Pascasiswazah) Universiti Putra Malaysia Edisi 2026.</i></u>		

SECTION 3: APPROVAL PROCESS FOR THE OFFERING OF THE ICP

The approval process is outlined as below:



Flowchart 1: Approval Process for the Offering of the ICP

Table 2 outlines the details of the approval process;

Table 2: Details of the Approval Process for the Offering of the ICP

NO	PROCESS	PROCESS DETAILS	DOCUMENT TO PREPARE	RESPONSIBILITY
1.	Institutions Engagement	PTJs initiate and conduct discussions with prospective partner institutions to explore potential collaboration, assess programme compatibility. Key considerations during the discussion include: • Type of ICP; • Course mapping and curriculum arrangements; • Financial implications and cost-sharing; • Academic requirement; • Quality assurance and accreditation standards; • Criteria of the partner institution, including ranking, niche area, academic excellence and research capabilities; and • Any other related arrangements.	Presentation slides, concept paper, proposal, or other relevant supporting documents.	PTJs
2.	Agreement Preparation	PTJs prepare the MoA and ensure alignment with UPM policies, rules and regulations. The templates of MoA are provided in Annex 1 of the guidelines.	Draft MoA	PTJs, SGS
3.	Review by the Office of Legal Advisor (PPUU)	PTJs submit the draft MoA that has been mutually agreed upon by both institutions to PPUU for review. Upon completion of the review, PPUU issues a clean copy of the MoA and assigns it to the appropriate category (Category 1–8), where applicable. Note: The category classification may be referred to in the document '<i>Kelulusan Surat Cara yang Dimasuki antara Universiti dengan Pihak Ketiga</i>' which is accessible under Item No. 159 at: https://ppuu.upm.edu.my/faildokumen	MoA	PTJs, PPUU

4.	<i>Jawatankuasa Fakulti (JKF)</i>	PTJs prepare and submit the required documents for consideration and approval by the JKF.	Paperwork, MoA, and any other documents required by the meeting secretariat	PTJs
5.	<i>Jawatankuasa Penilaian Kesetaraan Akademik (JKPKA)</i>	PTJs prepare and submit the required documents for consideration and approval by the JKPKA. This process is required only for ICP involving credit transfer or academic equivalency between institutions.	Paperwork, assessment forms, and any other supporting documents as required by the meeting secretariat	PTJs, SGS JKPKA
6.	<i>Jawatankuasa Pengajian Siswazah Universiti (JKPSU)</i>	PTJs prepare and submit the required documents for consideration and approval by JKPSU.	Paperwork, MoA, and any other relevant documents as required by the meeting secretariat	PTJs, SGS, JKPSU
7.	<i>Jawatankuasa Senat Universiti</i>	PTJs prepare and submit the required documents for consideration and approval by the University Senate.	Paperwork, MoA, and any other relevant documents as required by the meeting secretariat	PTJs, SGS, Senate
8.	<i>Jawatankuasa Pengurusan Universiti (JPU)</i>	PTJs prepare and submit the required documents for consideration and approval by the JPU.	Paperwork, MoA, and any other relevant documents as required by the meeting secretariat	PTJs, SGS, JPU
9.	<i>Jawatankuasa Tetap Kewangan (JKTK)</i>	Where applicable, PTJs prepare and submit the required documents for consideration and approval by JKTK.	Paperwork, MoA, and any other relevant documents as required by the meeting secretariat	PTJs, SGS, JKTK
10.	<i>Lembaga Pengarah Universiti (LPU)</i>	PTJs prepare and submit the required documents for consideration and approval by LPU.	Paperwork, MoA, and any other relevant documents as required by the meeting secretariat	PTJs, SGS, LPU

11.	<i>Jawatankuasa Pendidikan Tinggi (JKPT)</i>	PTJs prepare and submit the required documents for consideration and approval by JKPT. Note: - The document must be prepared in accordance with the template provided by the JKPT Secretariat, as shown in Annex 2 (subject to amendment from time to time). - JKPT approval is required only for new collaborations. The approval process for the renewal of existing collaborations is subject to UPM's internal procedures.	Paperwork, MoA, presentation slides, and other documents as required by the meeting secretariat	PTJ, SGS, JKPT
12.	<i>Agreement Signing and Stamping</i>	Upon receipt of all required approvals, the MoA shall be signed by authorized signatories from both institutions and officially stamped in accordance with UPM procedures.	Final MoA (signed and stamped)	PTJs, SGS, PSPK
13.	<i>Programme Offering and Implementation</i>	PTJs proceed with the implementation of the approved collaboration including programme promotion, student recruitment, registration, and academic delivery in accordance with the terms of the MoA.	Operational guidelines, promotional materials, or any other relevant documents	PTJs, SGS

SECTION 4: ROLES AND ACCOUNTABILITY

The successful implementation of the ICP relies on the active participation and coordination of all parties involved. Each party plays a distinct and complementary role in ensuring the quality, effectiveness, and sustainability of the programme. A clear definition for roles and responsibilities of all stakeholders helps maintain accountability, streamline programme administration, and foster strong collaboration between UPM and its partner institutions. **Table 3** presents the specific accountability of each party within the ICP framework.

Table 3: Roles and Accountability Within the ICP Framework

PARTY	ROLES AND RESPONSIBILITIES
Student	• Participate actively in all academic and research activities. • Adhere to UPM and partner institution regulations. • Communicate regularly with supervisors and programme administrators. • Fulfil financial, visa, and accommodation obligations for study abroad.
Supervisor	• Guide and supervise students' academic and research work. • Monitor student progress and provide timely feedback. • Ensure academic requirements are met according to UPM and partner institution rules. • Facilitate communication between students, SGS, and partner institutions.
PTJ	• Identify and evaluate potential partner institutions. • Lead discussions during institutional engagement. • Ensure academic requirements are followed at UPM and partner institutions. • Prepare the relevant documentation, with advice and guidance from the SGS. • Maintain documentation and oversee programme implementation. • Provide administrative support to students and supervisors.
SGS	• Act as the primary reference for the ICP and provide overall guidance. • Serve as the central contact point between UPM and partner institutions. • Ensure compliance with academic requirements of UPM and partner institutions. • Facilitate the ICP approval process by the relevant committees. • Support students throughout their candidature. • Maintain accurate records and documentation for the ICP.
	• Evaluate proposals, agreements, curriculum frameworks, and programme structures and provide approval. • Monitor programme performance and ensure compliance with UPM policies, Malaysian regulations, and international standards. • Support the development and expansion of international collaborations.

SECTION 5: CONCLUSION

The guidelines provide a structured framework that aligns with UPM's commitment to academic excellence, international collaboration, and global engagement. Through partnerships with reputable institutions worldwide, these programmes offer students the opportunities to gain internationally recognised qualifications, broaden their academic horizons, and develop essential global competencies. Beyond academic benefits, these collaborations enhance institutional capacity, promote cross-border research, and elevate UPM's international visibility. The programmes support student and faculty mobility, curriculum development, and joint research addressing global challenges. UPM's commitment to quality assurance and mutual recognition of qualifications ensures that these degrees maintain high academic value and integrity. Ultimately, the UPM-ICP initiatives play a vital role in supporting the university's vision of producing well-rounded students, who are not only academically competent but also culturally aware, adaptable, socially responsible, and capable of leading positive and impactful changes. Through international exposure and collaborative learning, students are empowered to drive innovation, foster intercultural understanding, and actively contribute to addressing complex global challenges, including those related to sustainability, equity, and development.

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ANNEX 2

(TEMPLATE FPR JKPT APPROVAL)

**KERTAS KERJA PERMOHONAN
PROGRAM KERJASAMA SECARA IJAZAH DUAL
UNIVERSITI DENGAN
UNIVERSITY
UNTUK MESYUARAT JAWATANKUASA PENDIDIKAN TINGGI (JKPT)**

BIL.	PERKARA	BUTIRAN
1.	NAMA UNIVERSITI	Universiti
2.	BUTIRAN UNIVERSITI LUAR NEGARA YANG DICADANGKAN	NAMA: TARAF INSTITUSI (AWAM/SWASTA): ALAMAT: NAMA PROGRAM (BAHASA INGGERIS): NAMA BADAN AKREDITASI / BADAN BERAUTORITI: RANKING ANTARABANGSA:
3.	BUTIRAN PROGRAM YANG DICADANGKAN	NAMA (BAHASA MELAYU & BAHASA INGGERIS): i. UNIVERSITI SEDIA ADA (Nyatakan nama UA) Sarjana Muda <i>Bachelor of</i> ii. UNIVERSITI (Nyatakan nama UA KERJASAMA) <i>Bachelor of</i> NEC: ENTITI AKADEMIK YANG MEMOHON: MOD PENAWARAN PROGRAM: TAHAP PENGAJIAN: TEMPOH PENGAJIAN: KREDIT BERGRADUAT: LOKASI PENAWARAN PROGRAM:

BIL.	PERKARA	BUTIRAN
		SESI PENAWARAN: UNJURAN PELAJAR: SYARAT KEMASUKAN:
4.	MODEL KERJASAMA	BENTUK KERJASAMA:
5.	JUSTIFIKASI MENGADAKAN KERJASAMA	Justifikasi perlu meyokong visi, misi dan bidang tujahan UA:
6.	TERMA PERJANJIAN	TERMA RUJUKAN: MODEL KEWANGAN:
7.	IMPAK KERJASAMA	ENROLMEN PELAJAR: YURAN PENGAJIAN: SUMBER MANUSIA: KEBOLEHPASARAN GRADUAN: KEPENTINGAN NEGARA: LAIN-LAIN: KEPERLUAN INDUSTRI
8.	KAEDAH PELAKSANAAN PROGRAM	SYARAT PEMASTAUTIN: STRUKTUR KURIKULUM: PERATUS PINDAH KREDIT: PENAWARAN (SERENTAK/BERTURUTAN): TESIS/VIVA:
9.	PENGANUGERAHAN	PEMILIKAN DAN AKAUNTABILITI: BILANGAN SKROL:

BIL.	PERKARA	BUTIRAN	
10.	TARIKH CADANGAN MULA PELAKSANAAN		
11.	KELULUSAN		
		Kelulusan	Tarikh
		Kelulusan asal program oleh JKPT	
		Senat	
		LPU/LGU	
		BEM	

MAKLUMAT PEGAWAI PENYEDIA DOKUMEN UNTUK DIHUBUNGI:

MAKLUMAT	URUS SETIA UA	ENTITI AKADEMIK YANG MEMOHON
Nama		
Jawatan		
No. Tel. Pejabat		
No. Tel. Bimbit		
E-Mel		

Nota: Pihak UA hendaklah menghantar satu salinan kertas cadangan dalam format Microsoft Word, saiz font 12 dan jenis font Arial dan pautan dalam Drive.