

SenMin 68/1/2015 (12th February 2015)

The Dean's List effective from the results of September 2014 Semester :

10. DEAN'S LIST

- (1) Students with GPA ≥ 4.00 and have not obtained less than a B for any subject in the current semester. To be included into the Dean's List for that semester, students must also have registered for a subject load of not less than 9 credit hours in the semester.
- (2) Students must have completed each component of the subject registered within the prescribed period.
- (3) The respective School will issue a Dean's List certificate to the students receiving the award.
- (4) Students' transcripts will carry the Dean's List award notation.

SenMin 69/2/2015 (25th March 2015)

"Evaluation Scheme" Postgraduate Information; Sub-section (7) Final Submission to the Dissertation / Thesis :

9. EVALUATION SCHEME

Modes of Assessment

- (7) Final Submission of the Dissertation/Thesis

"(d) A student may, if necessary, apply to the Dean for the Dissertation / Thesis to be written in Arabic or Mandarin other than English Language or Bahasa Melayu. The Dean may, at his discretion, allow the Dissertation/Thesis to be written in Arabic or Mandarin subject to the requirement to include the Extended Executive Summary (EES) in English. In general the EES should encompass all the chapters, usually not exceeding 10,000 words (about 40 pages) with an Abstract of 350 words (1-2 pages)."

SenMin 70/3/2015 (28th April 2015)

“Evaluation Scheme” Postgraduate Information; Under “9 Evaluation Scheme, Section (2) Dissertation/Thesis Submission” :

9. EVALUATION SCHEME

Modes of Assessment

(2) Dissertation/Thesis Submission

(a) Notice of Submission of Dissertation/Thesis

- (i) A student is required to give three (3) months' notice to the School of his intention to submit the dissertation/thesis by using Notice of Submission of Dissertation/Thesis Form.
- (ii) The form should be accompanied by a Table of Contents of the dissertation/thesis.

(b) Compliance with Current Rules & Regulations

- (i) All dissertations/thesis should **comply** with the current **Rules & Regulations** in force before being allowed to proceed with the final submission.
- (ii) A student is strongly advised to keep himself/herself informed on the current Rules and Regulations **before** proceeding with (2)(a) above.

(c) Submission of Unbound Copies

- (i) An **unbound** copy of the dissertation/thesis to be submitted to the School or an Authorised Representative not later than (3) three months after (2)(a).
- (ii) The unbound copy may be subjected to **compliance checking** with the current Rules and Regulations.
- (iii) The School reserves the right and may compel to direct the respective dissertation/thesis be subjected to **compliance amendments**.

(d) Dissertation/Thesis Submission for Examination.

- (i) A student **shall not proceed** with binding of dissertations/thesis without **written clearance** or authorisation from the School or its representative before proceeding with (d) (ii) below.
- (ii) Five (5) soft bound copies of the completed dissertation/thesis must be submitted to the School.
- (iii) A soft copy in PDF format should accompany (d) (ii) above.

SenMin 77/1/2016 (2nd March 2016)

“Under **UNDERGRADUATE INFORMATION, Section 7 GRADE SYSTEM, Clause (1)(e) Repeating Failed Subjects**”:

7. GRADE SYSTEM

(1) Grade and Point Values

(e) Repeating Failed Subjects

Students who obtain an F in any subject are **encouraged** to repeat the subject. For the purpose of calculating the CGPA, the higher grade will be counted.

Students who meet the ‘Graduation Requirements’ as stipulated in Section 11 Clause (1) may proceed to apply for graduation.

“Under **POSTGRADUATE INFORMATION, Section 8 PROGRAMME EVALUATION, Clause (1)(e) Repeating Failed Subjects**”:

8. PROGRAMME EVALUATION

(1) Grading System

(e) Repeating Failed Subjects

A Student who obtained an F in any subject is **encouraged** to repeat the subject. For the purpose of calculating the CGPA, the higher grade will be counted.

A Student who meets the ‘Graduation/Conferment Requirements’ as stipulated in Section 11 Clause (1)(b) & (c) may proceed to apply for graduation.

SenMin 78/2/2016 (13th April 2016)

“Under **REGULATIONS ON ADMISSIONS, Section 5 SUMMARY TABLE**”:

NEW
<p>“ Doctoral</p> <ul style="list-style-type: none">• Doctor of Philosophy (Arts) (by research) part time (4 years).• Doctor of Philosophy (Business Administration (by research) full time / part time (3 / 4 years).• Doctor of Philosophy (Education) (by research) full time / part time (3 / 4 years).• Doctor of Philosophy (Information & Communication Technology) (by research) full time / part time (3 / 4 years).• <i>Doctor of Business Administration (DBA) (coursework & research) part time (3-4 years).</i>• <i>Industrial Doctorate (INDD) (Coursework & Research) part time (3-4 years).”</i> <p>“ Master</p> <ul style="list-style-type: none">• Master of Humanities & Arts (Research) full time / part time (2 / 3 years).• Master of Social Sciences (Research) full time / part time (2 / 3 years).• <i>Master of Business Administration (Coursework) full time / part time (1 / 2 years).</i>• Master of Sciences (Management) (Research) full time / part time (2 / 3 years).• <i>Master in Management (Coursework) part time (2 years).</i>• <i>Master of Human Resource Management (Coursework) part time (2 years).</i>• <i>Master of Education (Coursework) part time (2 years).</i>• <i>Master in Information & Communication Technology Management (Coursework) part time (2 years).”</i> <p>(b) The Senate may allow the duration of the candidature for research students to be shortened subject to excellent progress made.</p>

“Under **POSTGRADUATE INFORMATION, Section 6(2) CONVERSION FROM MASTER’S TO DOCTORAL DEGREE PROGRAMME**”:

NEW
<p>“A student under Structure I with a minimum of a Bachelor’s degree may apply for conversion from a Master’s to a Doctoral degree programme. The application must be made with the recommendation of the Supervisor/Supervisory Committee of the student.</p> <p><i>The Supervisor/Supervisory Committee shall make a recommendation to the Dean, who will then forward the application to the Postgraduate Studies Committee for consideration before the final approval of Senate.”</i></p>

Under **POSTGRADUATE INFORMATION, Section 9 EVALUATION SCHEME, Clause (4) Dissertation/Thesis Examination Results**

NEW

“(4) Dissertation/Thesis Examination Results

The recommendation from the Examination Committee shall be one of the following:

- (a) Dissertation/Thesis is accepted without any amendment.*
- (b) Dissertation/Thesis is accepted subject to:*

- (i) Minor amendments/modifications being made as may be required by the Examination Committee*

Such minor amendments/modifications might include errors in grammar and/or syntax and/or minor changes in phraseology and/or other amendments which do not significantly affect the conclusion of the dissertation/thesis.

- (ii) Major amendments/modifications being made as may be required by the Examination Committee*

Such major amendments/modifications might include serious omissions of sections and/or inadequate argument in terms of the research questions/hypotheses and/or lack of adequate explanations of key concepts and principles.

- (c) Dissertation/Thesis requiring re-submission*

This recommendation is used where substantial amendments/modifications (e.g. re-writing of sections or/and further experiments or/and profound correction of a scientific argument) are required to make the dissertation/thesis acceptable.

*The dissertation/thesis following revision would normally be considered again by all members of the Examination Committee for final approval. A student will normally only be permitted to revise and re-submit a dissertation/thesis on **one** further occasion subject to the payment of a re-submission fee*

- (d) If the thesis does not meet the requirements for the Doctoral degree but does have merits which meet the requirements for the Master’s degree, the student shall be given the opportunity to submit the thesis in revised form for the appropriate Master’s degree below as required by the Examination Committee:*

For PhD (BA) / DBA – MSc Management by research

For PhD (Edu) – MSS (by research)

For PhD (Arts) – MSS/MHA (by research)

(5) Information about Modification

In any case where additional work is required, the Chairman of the Examination Committee is responsible for ensuring that both the student and supervisor are provided [within two (2) weeks after the viva voce examination] with written notification of:

- (a) the details of the additional work required, and*

(b) the deadline for the completion of the required additional work.

(6) University Senate's Decision

The Registry will notify the student in writing of the outcome of the examination, and will send the student a copy of the examiner's report.

(7) Final Submission of the Dissertation/Thesis

(a) Subject to Rule 9 (4)(a) & 9 (4)(b) above, a student whose dissertation/thesis is accepted without any amendment or accepted with minor or major amendments/modifications will have to submit to the School five (5) hardbound copies of the dissertation/thesis (duly verified and corrected) together with a compact disc (CD) containing a soft copy of the dissertation/thesis within the prescribed time. The Supervisor/Supervisory Committee will be responsible to verify that all the required amendments have been made in the dissertation/thesis.

(a) A student may, if necessary, apply to the Dean for extension of time for the final submission of his dissertation thesis. All such applications must be made through the Supervisor/Supervisory Committee.

(b) If after being required by the Examination Committee, a dissertation/thesis is not amended and submitted by the student within the prescribed time, the dissertation/thesis shall be deemed to have been rejected by the Examination Committee.

(c) A student may, if necessary, apply to the Dean for the Dissertation / Thesis to be written in Arabic or Mandarin other than English Language or Bahasa Melayu. subject to the requirement to include the Extended Executive Summary (EES) in English. In general the EES should encompass all the chapters, usually not exceeding 10,000 words (about 40 pages) with an Abstract of 350 words (1-2 pages)."