



**BORANG PERMOHONAN TUNTUTAN MENGHADIRI SEMINAR/PERSIDANGAN DAN PENERBITAN
ARTIKEL JURNAL PELAJAR PROGRAM PENGAJIAN SISWAZAH**
(APPLICATION CLAIM FORM FOR ATTENDING SEMINAR/ CONFERENCE AND PUBLICATION
OF JOURNAL ARTICLES FOR POSTGRADUATE STUDENTS)

**MAKLUMAT PENTING
(IMPORTANT INFORMATION)**

1. Kelayakan permohonan adalah seperti berikut:
(Eligibility for application is as follows):
 - (i) Pelajar telah menjelaskan yuran pengajian semester semasa.
(Students have paid the fees for the current semester)
 - (ii) Pelajar menyertai seminar/persidangan sebagai pembentang atau pempamer sepanjang tempoh pengajian.
(Students have participated in seminars/conferences as presenters/exhibitors throughout the study period)
2. Pembiayaan yuran untuk seminar/penerbitan artikel jurnal berindeks/berwasit bagi pelajar Doktor Falsafah dengan peruntukan maksimum RM2000.00 sahaja dan pelajar Sarjana dengan peruntukan maksimum RM1000.00 sahaja sepanjang pengajian.
(Fee funding for seminars/publication of indexed/refereed journal articles for Doctor of Philosophy students with a maximum allocation of RM2000.00 and Master's students with a maximum allocation of RM1000.00 during the study period)
3. Kelulusan permohonan adalah mengikut baki peruntukan semasa yang dibenarkan sahaja.
(Approval of the application is subject to the current budget only)
4. Permohonan **PERLU** dikemukakan selewat-lewatnya **1 BULAN SEBELUM** tarikh menghadiri seminar/persidangan.
(Application must be **submitted** in at least **1 month before** attending seminar/conference)
5. Permohonan yang dikemukakan tanpa maklumat/lampiran yang lengkap tidak akan dipertimbangkan.
(Application submitted without complete information/attachments will not be considered)
6. Kelulusan permohonan hanya tertakluk pada **yuran penyertaan sahaja**.
(Approval of the application is subject to the **participation fee only**)
7. Kelulusan permohonan **tuntutan bayaran penerbitan artikel jurnal berindeks/berwasit** sahaja.
(Approval of the application **fee for publication of indexed/refereed journal articles only**)
8. Senarai Semak Pelajar:
(Student checklist)
 - (i) Borang Permohonan Tuntutan Seminar/Persidangan Dan Penerbitan Artikel Jurnal Pelajar Program Pengajian Siswazah (UPSI/IPS-5/BO05 Pind:00 M/S : 01/04)
(Application Claim Form for Attending Seminar/Conference and Publication of Journal Articles For Postgraduate Students)
 - (ii) Brosur Seminar/Persidangan dan No. Akaun penganjur
(Training/Seminars/Conferences Brochures and Organizer Account No.)
 - (iii) Resit Bayaran Penyertaan Seminar/Persidangan/Penerbitan
(Seminars/Conferences/Publication Participation Receipts)
 - (iv) Bukti pengesahan penerbitan artikel jurnal berindeks/berwasit.
(Confirmation of publication of indexed/refereed journal articles)

**A. MAKLUMAT PELAJAR
(STUDENT'S INFORMATION)**

Nama Pelajar :
(Student's Name)

No Matriks : Fakulti:
(Matric No) (Faculty)

Program :
(Programme)

Pengajian : Sepenuh Masa Separuh Masa Semester Pengajian :
(Studies) (Full-time) (Part-time) (Semester)

Jenis Permohonan : Pertama Kedua Ketiga
(Type of Application) (First Time) (Second Time) (Third Time)

Yuran pengajian telah dibayar : Ya
(Tuition fees have been paid) (Yes)

Tidak
(No)

Lain-lain:
(Jika ada tajaan/biasiswa)
(Others, if there are sponsorships/scholarships)

No Telefon : Email:
(Tel.No) (e-mail)

**B. MAKLUMAT SEMINAR/PERSIDANGAN/PENERBITAN
(SEMINAR/CONFERENCE/PUBLICATION INFORMATION)**

Tajuk Seminar/Persidangan/ :
Penerbitan
(Topic of the Seminar/Conference/
Publication)

Tempoh Seminar/Persidangan : Dari hingga.....
Penerbitan
(Duration of the Seminar/ (From) (Tarikh mula) (to) (Tarikh tamat)
Conference/Publication) (Start Date) (Due Date)

Penganjur :
(Organizer)

Tempat Seminar/Persidangan :
(Venue of the Seminar /Conference)

Peranan : Pembentang Pempamer Lain-lain,
(Role) (Presenters) (Exhibitors) nyatakan:.....
(Others, specify)

(*Nota: Sila lampirkan bersama brosur, kertas kerja penuh, surat pengesahan penerimaan kertas kerja dari penganjur dan surat-surat berkaitan)

(* Note: Please enclose brochures, full paperwork, confirmation letter from the organizers and relevant letters)

E. KEPUTUSAN DAN ULASAN DEKAN FAKULTI
RESULTS AND REVIEW DEAN OF FACULTY

1. Permohonan **diluluskan / tidak diluluskan**
(*Application **approved/ disapproved.***)

2. Bantuan kewangan yang **diluluskan** : RM
(*Financial assistance **approved***)

3. Peruntukan yang digunakan :

4. Ulasan :
(*Review*)
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Tarikh:.....
(*Date*) :

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Tandatangan & Cop Dekan
(*Dean's Signature and Stamp*)