

APPLICATION FOR APPOINTMENT / CHANGE / DISCONTINUATION OF MAIN SUPERVISOR/ INTERNAL CO-SUPERVISOR/ EXTERNAL CO-SUPERVISOR/ FIELD **SUPERVISOR**

The change of supervisor can be done not more than once during the period of candidature and the remaining supervision period must not be less than three (3) months before submitting the Notice of Thesis Submission in IPS Online. Change of supervisor must be done before the week 13 of Semester. If there are changes in research title, the UMP (IPS) R-03 form must be submitted.

SECTION 1 (To be completed by Student)

1. Student's Profile

Student Name	:		
Student ID	:	IC	Passport No. :
Programme	:		
Faculty	:		
Academic Status	:		(Progress result)
Current Progress	:		(210g.000100010)
Current Frogress	•		
2. Details of Applica	ntion		
Application I	Matters	Justification of Matters	Verification
Appointment of Supervisor/ In Supervisor	of a New Main ternal Co-		Comment from New Main Supervisor/ New Internal Co-Supervisor:
			Signature & Stamp:
			Date:
	on of Main Supervisor /		Comment from Current Main Supervisor/ Current Internal Co-Supervisor:
Internal Co-Su	ipervisor		Signature & Stamp:
			Date:
External Co-Su	of Field Supervisor / upervisor ete the Attachment I		Comment from New Field Supervisor/ New External Co-Supervisor:
and enclosed			Signature & Stamp:
			Date:
Student's Signature	:		Date:

SULIT IPS//Rev02/07/12/20

SECTION II (To be completed by Current Main Supervisor)

App	proved		Disapproved					
Comment:	ıt:							
Date: Supervisor's Signature and Stamp:								
SECTION III (To be completed by Deputy Dean Research)								
App	proved		Disapproved					
Comment:								
Date: Signature and Stamp:								
SECTION IV (To be completed by Dean of Faculty)								
App	proved		Disapproved					
Comment fr	om Dean:							
Date: Dean's Signature and Stamp:								
SECTION V (To be completed by IPS)								
Within rules & procedures	Further action MPSU & Senate Matters	ons to be t	aken: Administration Matters					
& procedures	MPSU & Senate Matters		Administration Matters					
	MPSU to be informed Completed D	ate:	Verification by Dean of IPS	Date:				
Yes	MPSU approval Yes No D	ate:	Change status in the system	Date:				
	Senate to be informed Completed D	ate:	Letter to Faculty	Date:				
			IPS Staff's Name:					
	MPSU to be informed Completed D	ate:	Verification by Dean of IPS	Date:				
No	MPSU approval Yes No D	ate:	Change status in the system	Date:				
	Senate to be informed Completed D	ate:	Letter to Faculty	Date:				
			IPS Staff's Name:					
Reasons:								
Verification by Dean of IPS	Bring to MPSU for information							
11.5	Bring to MPSU for approval		(Signa	ture & Stamp)				
Hereby, I verify that this student matter has been solved.								
Date:								
IPS Staff's Signature and Stamp:								

SULIT 2
IPS//Rev02/07/12/20

*Appointment of Field Supervisor/ External Co-Supervisor

Faculty Council No. and Date:

No.	Name / Student. ID	Programme / Faculty	Semester/ Mode	Supervisor / Co Supervisor	Propose Field Supervisor / External Co-Supervisor	Research Title of student	Justification of Appointment	Duration of Appointment
1.	Name :	Program:	Semester:	Main Supervisor:	Name :		Research justification (expertise, data collection, equipment, result verification	Duration of Appointment: -
			Mode:		Office Address:		equipment, result verification etc.) :- i) ii)	Start Date:
	No ID:	Faculty:		Internal Co- Supervisor:				End Date:
				External Co-Supervisor:	Contact: Tel : E-mail : Education: PHD, (year): MSC, (year): BSC, (year): Specialization/Research Area: 1 2 3		Verification by Faculty / COE Council: -	
					3 4 5			

^{*}to be completed for Field Supervisor or External Co-Supervisor Appointment only.