

STUDY PLAN

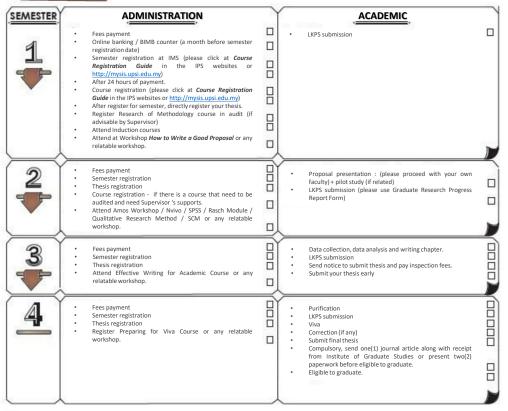
MASTER AND DOCTOR OF PHILOSOPHY (PhD) PROGRAMME





STUDY PLAN FOR

MASTER PROGRAMME (RESEARCH)





- Thesis need to be registered every semester to ensure the LKPS status progress recorded.
- Remark important date on calendar and JPS meeting and Senate for document submission (notice/early dissertation/final dissertation) so it can be taken into the nearest meeting.
- Please refer to IPS websites at www.ips.edu.my for further details regarding the process and procedure of preparation and submission of thesis.
- $\hfill \square$ Refer to Academic Rule and Regulation for any details and reference.



SEMESTER	ADMINISTRATION			ACADEMIC	
1	Fees payment Online banking/BIMB counter (a month before semester registration date) Semester registration at IMS (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my) After 24 hours of payment. Course registration (please click at Course Registration)	0 00 0		Proposal preparation	
	Guide in the IPS websites or http://mysis.upsi.edu.my ✓ After register for semester, straight away register your courses: max: 16 credit hours, min: 4 credit hours.			1	
2	Fees payment Semester registration Course registration – complete all the balance: 8 credit hours or 20 credit hours Attend any relatable workshop that relate to the course.	00 00	· · · · · · · · · · · · · · · · · · ·	Apply for supervisor (materials can be obtained at your own faculty) Proposal presentation: (please proceed with your own faculty)+ pilot study (if related) LKPS Submission (please use Graduate Research Progress Report Form)	
3	Fees payment Semester registration Course registration—dissertation Attend any relatable workshop that relate to the course.		:	Data collection, data analysis and writing chapter. LKPS Submission Send notice to submit dissertation and inspection fees – (use Notice of Dissertation Submission Form) refer to IPS website Send dissertation early (use Submission of Dissertation/Thesis Form – initial) please refer to IPS website.	
4	Fees payment Semester registration Course registration - dissertation Attend any workshop that relatable to the course.		:	Purification LKPS Submission Viva Correction (if any) Send final dissertation (use Submission of Final Dissertation Form—please refer to IPS website) Encouraged to publish the results of the research with the requirement agreed by Supervisor. Eligible to graduate.	



ш	Students must completed their	24 credit	hours	before	register	tor	Dissertation	course

- Students who have 4 credit hours coursework left and want to register for Dissertation course need to make an application at IPS first.
- ☐ Make sure that Dissertation course need to be registered every semester for an update on LKPS progress status to be recorded.
- Please refer to IPS websites at www.ips.edu.my for any further information regarding the process and procedure of preparation and submission of thesis.
- $\hfill \square$ Refer to Academic Rule and Regulation for any details and reference.





STUDY PLAN FOR

MASTER PROGRAMME (COURSEWORK)

SEMESTER	ADMINISTRATION	ACADEMIC
1	Fees payment Online banking/BIMB counter (a month before semester registration date) Semester registration at IMS (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my) After 24 hours of fees payment. Course registration (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my After register for semester, directly register your courses: max: 16 credit hours, min: 4 credit hours.	
2	Fees payment Semester registration Course registration (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my) Notes: Project paper can only be registered after completing 16 credit hours Notes: you can decide whether to write Project Paper or sit for Comprehensive Examination.	
3	Fees payment Semester registration Course registration (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my) Register Project Paper (need to be completed only within two(2) semester) (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my)	Refer to faculty for Academic Advisor/Supervisor and progress Report regarding the Project Paper. If you decide to take Comprehensive Examination, please register for two(2) course.
4	Fees payment Semester registration Course registration (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my Register Project Paper (please click at Course Registration Guide in the IPS websites or https://mysis.upsi.edu.my)	<u> </u>



ш	Students nee	ed to	complete	42	credit	hours	including	Project	paper	(6	hour	credit	hours)	before	eligible	tc
	graduate.															

- ☐ Students need to finish the Project paper within two (2) semesters after registered the Project paper. Failure of completing the project in the time given will result the students as failed and need to repeat the project paper again. Only one (1) repetition allowed and new grade will replace the previous grade.
- Remark important date on calendar and JPS meeting and Senate for document submission (notice/early dissertation/final dissertation) so it can be taken into the nearest meeting.
- Refer to Academic Rule and Regulation for any details and reference including information on Guideline for Preparing Master Project by Coursework.



STUDY PLAN FOR

DOCTOR OF PHILOSOPHY'S PROGRAMME

SEMESTER	ADMINISTRATION			ACADEMIC	
1	Fees payment Online banking/BIMB counter (a month before semester registration date) Semester Registration at IMS (please click at Course Registration Guide in the IPS websites or http://mysis.ups.edu.my) After 24 hours of fees payment. Course registration (please click at Course Registration Guide in the IPS websites or http://mysis.upsi.edu.my) After register for semester, directly register your thesis. Register Research of Study course in audit (after getting an advise from Supervisor) Attend Induction courses Attend at Workshop How to Write a Good Proposal or any relatable workshop.	0 00 00 00 0	:	Proposal preparation LKPS Submission	
2	Fees payment Semester registration Thesis registration Research Methodology registration – if there is any course need to be audit and receive support from Supervisor Attend SPSS Workshop/ NVivo / Amos or any relatable workshop)		:	Proposal presentation: (please proceed with your own faculty) Present one (1) paperwork by using pilot study LKPS Submission (please use Graduate Research Progress Report Form	000
3	Fees payment Semester registration Thesis registration Attend Rasch Module Workshop/ Qualitative Research Methodology / SCM or any relatable workshop to the course.	000 0	:	Collect and analyse data LKPS Submission	
4	Fees payment Semester registration Thesis registration Attend Effective Writing for Academic Course or any relatable workshop. Attend Preparing for Viva Course/ any relatable workshop. Write chapters in thesis		·	Data analyze and write up (write chapters in thesis)	
5	Fees payment Semester registration Thesis registration Attend Preparing for Viva Course or any relatable workshop. Write chapters in thesis		<u>:</u>	LKPS submission Send notice to submit thesis and pay inspection fees. Submit thesis early	000
6	Fees payment Semester registration Thesis registration			Purification writing for preparation for inspection. LKPS submission Viva Correction (if any) Submit final thesis Compulsory, must submit Two (2) journal article and present two(2)seminar proceeding paper before eligible to graduate or One (1) journal article and two (2) seminar proceeding paper before eligible to graduate. Eligible to graduate.	



- ☐ Make sure to register your thesis every semester for an LKPS update the progress status which need to be recorded.
- Remark important date on calendar and JPS meeting and Senate for document submission (notice/early dissertation/final dissertation) so it can be taken into the nearest meeting.
- $\hfill \Box$ Please refer to Academics Rule and Regulation for further details.
- Please refer to IPS websites at <u>www.ips.edu.my</u> for any more details regarding the process and procedure of preparation and submission of thesis.