

NOTICE OF DISSERTATION/THESIS SUBMISSION

- ▶ Notice of the dissertation/thesis should be submitted to the Institute of Graduate Studies **at least three (3) months** before the submission of your dissertation/thesis for examination.
- ▶ Please take note that only student who **passed** their research findings and their dissertation/thesis is **80% complete** can submit the notice. The procedures for notice of dissertation/thesis submission are as follows:

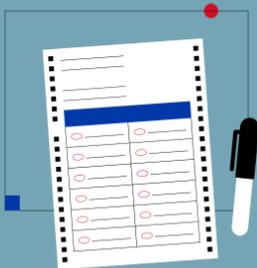
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DOWNLOAD FORM (NOTICE OF THESIS /DISSERTATION SUBMISSION) FROM THE IGS WEBSITE, FILL IN THE FORM.



2

MAKE SURE TO ENCLOSE:



1. Approval letter of research findings
2. Table of content of the Dissertation/Thesis
3. Abstract of the Dissertation/Thesis in Malay and English
4. Copy of receipt for payment of examination fee (for students without scholarship).

3

SUBMIT THE FORM TO YOUR SUPERVISOR/SUPERVISORS FOR APPROVAL.



4

SUBMIT THE FORM TO THE FACULTY.

5

NAME OF PROPOSED EXAMINER WILL BE ENDORSED IN GRADUATE STUDIES COMMITTEE MEETING/SENATE COMMITTEE MEETING.



6

MAKE SURE THAT ALL 6 COPIES (MASTER) / 7 COPIES (DOCTORATE) OF DISSERTATIONS/THESIS. SUBMITTED WITHIN SIX (6) MONTHS AFTER THE SUBMISSION OF THE NOTICE



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THOSE WHO CANNOT COMPLY WITH THE GIVEN TIME, SUBMIT THE SECOND NOTICE 2 WEEKS BEFORE THE DUE DATE OF THE FIRST SUBMISSION.

