ORGANIZATION CHART
INSTITUTE OF GRADUATE STUDIES (IGS)

DEAN
Profesor Dr. Raja Nor Safinas binti Raja Harun

OFFICE SECRETARY N29
Muhammad Nur Aizuddin b. Abdul Rahman

DEPUTY REGISTRAR N48
Pn. Anizan binti Abd Latif

DEPUTY DEAN (ADMISSION AND LECTURE MANAGEMENT)
Associate Professor Dr. Hartini binti Jaafar

DEPUTY DEAN (ACADEMIC DEVELOPMENT AND GRADUATION)
Profesor ChM.Dr. Azlan b. Kamari MRSC

DEPUTY DEAN (STUDENT AFFAIRS & ALUMNI AND PUBLICATION)
Associate Professor Dr. Zulezwan b. Ab Malek

- ADMINISTRATION & FINANCE
  - ADMINISTRATION
    - ADMINISTRATIVE ASSISTANT N22 (KUP) Hafizah binti Isa
    - UNIVERSITY SPECIAL SERVICE SCHEME 19 Nurul Hidayah bt. Mohd Khairul Watan
    - OPERATION ASSISTANT N11 Abdul Aziz b. Ibrahim
  - FINANCE
    - ADMINISTRATIVE ASSISTANT N26 Kamarul Nazri b. Buyong
- INFORMATION TECHNOLOGY AND RECORD UNIT
  - SENIOR OFFICER F44 Farah Shafilla bt. Mohamad Kasim
  - MAINTENANCE & WEBMASTER
    - ASSISTANT IT OFFICER FA29 Muhammad Fairuz b. Abdul Wahab
  - DEVELOPMENT, MAINTENANCE SYSTEM & *WEBMASTER*
    - ASSISTANT IT OFFICER FA29 Nor Kamaliah bt. Azhar
  - DATA & RECORD
    - UNIVERSITY SPECIAL SERVICE SCHEME 19 Siti Nazirah binti Kamaruddin
- ADMISSION AND LECTURE MANAGEMENT UNIT
  - ADMISSION
    - UNIVERSITY SPECIAL SERVICE SCHEME 41 Mohd Fadli b. Sulaiman
    - ADMINISTRATIVE ASSISTANT N19 Zarina bt. Ibrahim
    - UNIVERSITY SPECIAL SERVICE SCHEME 19 Norain binti Bohari
  - LECTURE
    - UNIVERSITY SPECIAL SERVICE SCHEME 41 Madeline Henry Luyan
    - ADMINISTRATIVE ASSISTANT N22 (KUP) Sumathi a/p Purushothaman
    - ADMINISTRATIVE ASSISTANT N19 Siti Fauziah bt. Mydin
- OFFSHORE UNIT
  - UNIVERSITY SPECIAL SERVICE SCHEME 41 Ain Husna bt. Abu Bakar
  - UNIVERSITY SPECIAL SERVICE SCHEME 19 Natra bt. Abdul Hadi
- POLICY AND ACADEMIC QUALITY UNIT
  - ASSISTANT REGISTRAR N41 Sakinatul Hidayah Binti Sidek
  - SENIOR ASSISTANT ADMINISTRATIVE OFFICER N32 Mai Norshida bt. Ahmad Hezazi
- SUPERVISION, EXAMINATION AND GRADUATION UNIT
  - ASSISTANT REGISTRAR N44 Ruhana bt. Eshak
  - SUPERVISION
    - ADMINISTRATIVE ASSISTANT N22 (KUP) Siti Hajar Shuhana bt Abd Shukor
    - ADMINISTRATIVE ASSISTANT N19 Nurul Fatimah bt. Abdullah
    - ADMINISTRATIVE ASSISTANT N19 Nur 'Amirah bt. Ali
    - UNIVERSITY SPECIAL SERVICE SCHEME 19 Cik Naswany Binti Nasarudin
  - EXAMINATION & GRADUATION
    - ADMINISTRATIVE ASSISTANT N22 (KUP) Rosmawati bt. Sulaiman
- STUDENT AFFAIRS & ALUMNI AND PUBLICATION UNIT
  - UNIVERSITY SPECIAL SERVICE SCHEME 41 Ain Husna bt. Abu Bakar
  - ADMINISTRATIVE ASSISTANT N22 (KUP) Norsuria bt. Senin

NO. OF STAFF

Top Management	: 5
Staff	: Permanent (17)
	University Special Service Scheme (7)
	Contract (2)

: Permanent

: University Special Service Scheme (SKU)

: Contract

Updated: 01 July 2023