

**POSTGRADUATE PROGRAMMES
APPLICATION FORM**

Kindly return the application form together with the relevant documents to:-

<p>FOR (CYBERJAYA CAMPUS, PSDC & KISH) PROGRAMMES Institute for Postgraduate Studies (IPS) Multimedia University Persiaran Multimedia 63100 Cyberjaya, Selangor Darul Ehsan, Malaysia Contact Number: 603-8312 5182/5989/5560 Fax: 603-8312 5300 Email: ips@mmu.edu.my URL: http://www.mmu.edu.my</p>	<p>FOR (MELAKA CAMPUS) PROGRAMMES Institute for Postgraduate Studies (IPS) Multimedia University Jalan Ayer Keroh Lama 75450 Bukit Beruang, Melaka Contact Number: 606-252 3166/3564 Fax: 606-231 7141 Email: ips@mmu.edu.my URL: http://www.mmu.edu.my</p>
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*PSDC: Penang Skills Development Centre

APPLICATION CHECKLIST (Please tick where applicable)
 (Please check that your application is complete and that you have enclosed all the relevant documents)

<input type="radio"/> 2 set of Application Forms (completed and signed) (1 original copy and 1 photocopy)	<input type="radio"/> Reference enclosed
<input type="radio"/> 2 certified true copies of certificates (Local Applicant) 4 certified true copies of certificates (International Applicant)	<input type="radio"/> Reference to be forwarded
<input type="radio"/> 2 certified true copies of transcripts (Local Applicant) 4 certified true copies of transcripts (International Applicant)	<input type="radio"/> Financial Statement and Financial Guarantee Form (if applicable) (International Applicant)
<input type="radio"/> A certified true copy of English Language Qualification Certificate/ Result (if any)	<input type="radio"/> A certified true copy of Sponsorship/Scholarship letter and documents (if applicable)
<input type="radio"/> A certified true copy of GMAT/GRE Certificate/Result (if any)	<input type="radio"/> Research Proposal (for programme by research only)
<input type="radio"/> 7 recent passport-sized photographs (3cm x 3.5cm) with name written on the reverse (International Applicant)	<input type="radio"/> 4 recent passport-sized photographs (3cm x 3.5cm) with name written on the reverse (Local Applicant)
<input type="radio"/> A copy of National ID / Passport (International Applicant)	<input type="radio"/> Employment Verification Letter (if applicable)

Name of Applicant: _____ Date: _____

Note: A non-returnable processing fees of RM280 (International applicant) and RM50 (Local applicant) should be made payable to MULTIMEDIA UNIVERSITY by bank draft/cheque. Documents which are in languages other than English must be translated and certified.

INFORMATION:

1. Kindly complete in **BLOCK CAPITALS**.
2. Please tick/circle the relevant.
3. Please provide us the following documents if you are holding student visa from other university/college:
 - i) Release letter
 - ii) Copy of Transcript
 - iii) Attendance report obtained from your former university/college
4. Kindly return the completed form with supporting documents to Institute for Postgraduate Studies (IPS), Multimedia University at the address given on the front page of the form.

SECTION 1: PROGRAMME APPLIED

Programme by Research (Structure A) :	<input type="checkbox"/> Ph.D	CYBERJAYA CAMPUS		MELAKA CAMPUS	
		<input type="checkbox"/> Faculty of Engineering	<input type="checkbox"/> Faculty of Information Technology	<input type="checkbox"/> Faculty of Engineering and Technology	<input type="checkbox"/> Faculty of Information Science and Technology
<input type="checkbox"/> M.Eng.Sc	<input type="checkbox"/> Faculty of Engineering	<input type="checkbox"/> Faculty of Engineering and Technology			
<input type="checkbox"/> M.Sc	<input type="checkbox"/> Faculty of Information Technology	<input type="checkbox"/> Faculty of Information Science and Technology			
<input type="checkbox"/> M.Phil	<input type="checkbox"/> Faculty of Management	<input type="checkbox"/> Faculty of Business and Law			
Mode of Study:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time				
Research Area :					
Proposed Research Title :	(Kindly attach the research proposal. Refer Section 6)				
Proposed Supervisor (if any) :	Supervisor :		Co-Supervisor :		

(Note: You are advised to discuss with the potential/proposed supervisor before submitting the application. Kindly refer to the faculty's staff directory available at <http://www.mmu.edu.my> for the potential supervisor)

Programme by Coursework & Dissertation (Structure B) :	<input type="checkbox"/> DBA by Faculty of Management at Cyberjaya Campus. <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
	<input type="checkbox"/> M.Eng (Telecommunications) by Faculty of Engineering at : <input type="checkbox"/> Cyberjaya Campus (Part-time) <input type="checkbox"/> PSDC, Penang (Part-time)
	<input type="checkbox"/> M.Eng (Microelectronics) by Faculty of Engineering at PSDC, Penang (Part-time).
	<input type="checkbox"/> M.Eng (Embedded System) by Faculty of Engineering and Technology at Melaka Campus. <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
	<input type="checkbox"/> M.Eng (Advanced Manufacturing Management) by Faculty of Engineering and Technology at Melaka Campus. <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time

Programme by Coursework (Structure C) :	<input type="checkbox"/> MBA by Faculty of Management at : <input type="checkbox"/> Cyberjaya Campus <input type="checkbox"/> Melaka Campus <input type="checkbox"/> PSDC, Penang <input type="checkbox"/> Sharif University of Technology - International Campus at Kish Island, Iran <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
	<input type="checkbox"/> Master of Knowledge Management with Multimedia by Faculty of Creative Multimedia at Cyberjaya Campus (Full-time).
	<input type="checkbox"/> Master of Multimedia (E-Learning Technologies) by Faculty of Creative Multimedia at Cyberjaya Campus (Full-time)
	<input type="checkbox"/> M.I.T. (Multimedia Computing) by Faculty of Information Technology at Cyberjaya Campus (Full-time).
	<input type="checkbox"/> M. Comp. Sc. (Software Eng. & Software Architecture) by Faculty of Information Technology at Cyberjaya Campus (Part-time).
	<input type="checkbox"/> M.I.T. (Information Systems) by Faculty of Information Science and Technology at Melaka Campus (Full-time).
	<input type="checkbox"/> M.Eng (Photonics) by Faculty of Engineering at PSDC, Penang (Part-time).

Intake : (Applicable for Structure B & C only)	<input type="checkbox"/> February <input type="checkbox"/> April (MEngMicro only) <input type="checkbox"/> June <input type="checkbox"/> October
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Note: Application is open throughout the year for research based programme.

SECTION 2: PERSONAL PARTICULARS

Forename (s) :		
Surname/Family Name :		
Title: Mr/Mrs/Miss/Ms		NRIC/Passport No :
Date of Birth (Day/Month/Year) :		
Gender : <input type="checkbox"/> Male <input type="checkbox"/> Female		Marital Status : <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Others : _____
Nationality:		
Race:		Religion :
Correspondence Address : (Please note that this is the address to which the University will send all correspondence)		
Postcode :		Country :
Telephone No: (Office)		(Home) (Mobile)
Fax No :		
E-mail Address :		
Permanent Home Address : (If different from the above address)		
Postcode :		Country :
Telephone No: (Home)		(Mobile)
Fax No :		
E-mail Address :		

SECTION 3: ACADEMIC AND PROFESSIONAL QUALIFICATIONS

(Please attach the certified true copies of transcripts and certificates for all academic, professional, GMAT/GRE and English Language Qualifications. Documents which are in Languages other than English must be translated and certified.)

3.1 ACADEMIC QUALIFICATIONS

Degree Qualification	Year Awarded	Name of College/University/Institute	Period of Study		Class/CGPA/Grade
			Start (MM/YYYY)	End (MM/YYYY)	

3.2 PROFESSIONAL QUALIFICATIONS

(State whether the qualification was obtained by examination or exemption based on previous qualifications or experience).

Professional Body	Qualification	Year Awarded	Examination or Exemption (if applicable)

3.3 GRADUATE MANAGEMENT ADMISSION TEST (GMAT) / GRADUATE RECORD EXAMINATION (GRE) (if any)

Subject	Date of Test	Place	Verbal Score	Quantitative Score	Total Score

3.4 ENGLISH LANGUAGE COMPETENCE

English Qualification	Score	Date Obtained
<input type="checkbox"/> TOEFL (paper/computer/internet)		
<input type="checkbox"/> IELTS		
<input type="checkbox"/> MUET		
<input type="checkbox"/> 1119		
<input type="checkbox"/> Other (please specify):- _____ _____		

ENGLISH PROFICIENCY TEST

All applicants must fulfill the English Language requirement in order to be admitted to the approved programme. The faculty may interview the candidates who have obtained their Bachelor's or Master's degrees from Institution where English is the main medium of instruction or as one of the mediums of instruction and recommend to Senate for waiver. An English Language Proficiency Test (ELPT) will be conducted to gauge the proficiency level of candidates who do not meet the English Language requirement and fail the English Interview (if applicable). Candidates who fail to meet the English Language requirement may enroll into the Intensive English Language Programme (IELP) offered by MMU in the month of February, June and October.

SECTION 4: WORKING EXPERIENCE

(Please attach the employment verification letter from your employer. Documents which are in Languages other than English must be translated.)

4.1 Give details of employment history including current employment.

Name and Address of Employer	Period of Employment		Position Held	Job Description
	Start (MM/YYYY)	End (MM/YYYY)		

Continue on a separate sheet if necessary.

4.2 Please indicate and describe any of your current or past working/training experience that will support your application. How will the programme fit in with your career objectives?

Continue on a separate sheet if necessary.

SECTION 5: SOURCE OF FINANCE

<input type="checkbox"/> Self - financed (For International applicants, kindly enclose the financial statement and financial guarantee form)	<input type="checkbox"/> Sponsorship/Scholarship (Please enclose a copy of sponsorship/scholarship letter and documents)
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SECTION 6: RESEARCH PROPOSAL (Applicable for Structure A only)

(Kindly attach the research proposal)

Kindly classify your research into the following:-

1. Field of Research
2. Area of Research
3. Title of Research

The Malaysia R&D Classification System (<http://www.mastic.gov.my/>) serves as a guide to categorise the field area of research.

A research proposal (approximately 10 pages) should consist the following :-

1. Introduction & Justification of the study
 - Research Background
 - Problem Statements & Motivations
 - Objectives & Deliverables
2. Literature Review
3. Research Methodology
4. Research Schedule
5. List of References

SECTION 7: PERSONAL STATEMENT

(List your short-term and long-term professional goal. Describe your motivation in pursuing postgraduate study at Multimedia University. Please indicate what you wish to gain from this programme)

SECTION 8: SPECIAL NEEDS

(If you have special needs owing to a disability or specific learning difficulty, please provide details)

SECTION 9: EMERGENCY CONTACT

Emergency Contact Person

Name :		Relationship :	
Address :			
Postcode :		Country :	
Telephone No: (Office)		(Home)	(Mobile)
E-mail Address :			

SECTION 10: REFEREES

<ol style="list-style-type: none">1. Kindly provide the following details of the two referees to whom you have forwarded the reference forms. One referee should be the supervisor for your recent academic work or from your current/past employer.2. Kindly send the reference form(s) to your referee(s) requesting that the reference(s) form be completed and sealed in an envelope. The referee(s) shall sign across the seal and return to you or forward to IPS, MMU.3. It is your responsibility to ensure the reference forms are forwarded to IPS, MMU within two weeks after the deadline of application.

Name :	Name :
Position :	Position :
Relationship to Applicant :	Relationship to Applicant :
Address :	Address :
Postcode :	Postcode :
Telephone No:	Telephone No:
Fax No:	Fax No:
E-mail Address:	E-mail Address:

SECTION 11: REFERENCE SOURCE

How did you get to know about Multimedia University?

<input type="checkbox"/>	Radio	<input type="checkbox"/>	Newspaper	<input type="checkbox"/>	University Brochures	<input type="checkbox"/>	Postgraduate Prospectus
<input type="checkbox"/>	Parent's Recommendation						
<input type="checkbox"/>	Friend studying at Multimedia University						
<input type="checkbox"/>	MMU Open Day						
<input type="checkbox"/>	MMU Website						
<input type="checkbox"/>	Education exhibition/Road show (please specify) : _____						
<input type="checkbox"/>	Representative in your country (please specify) : _____						
<input type="checkbox"/>	Other (please specify: _____						

SECTION 12: OTHER APPLICATIONS (if any)

If you are applying for more than one programme to this University, please list all your applications (including this one) in the order of preference.

1. _____ 2. _____

DECLARATION

I certify that the information given in this application form is true. Discovery of false information or omission of relevant information subsequent to the offer of admission will lead to the immediate dismissal.

Signature of Applicant: _____ Date: _____

Name of Applicant: _____

REFERENCE FORM**CONFIDENTIAL****INFORMATION FOR CANDIDATE**

1. The candidate shall send the reference form(s) to his/her referee(s) requesting that the reference(s) form be completed and sealed in an envelope. The referee(s) shall sign across the seal and return to the candidate or forward to IPS, MMU.
2. It is the responsibility of the candidate to ensure the reference forms are forwarded to IPS, MMU within two weeks after the deadline of application.

PART I: To be completed by the Applicant

Name of Applicant (in BLOCK CAPITALS) :	
Programme Applied :	
Campus :	

PART II: To be completed by the Referee

1.	How long have you known the applicant and in what capacity?
2.	How do you rate his/her academic ability?
3.	Taking overall view, what do you consider to be the applicant's major talents and strengths? What do you consider to be the applicant's major weakness?

4.	Please rate the applicant in relation to the following aspects:																												
<table border="1" style="width: 100%; border-collapse: collapse; margin: 0 auto;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 35%;"></th> <th style="width: 15%;">Outstanding</th> <th style="width: 15%;">Good</th> <th style="width: 15%;">Average</th> <th style="width: 10%;">Poor</th> <th style="width: 20%;">Unable to Assess</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">A</td> <td>Intellectual ability.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">B</td> <td>Capacity for original thought : e.g. Ability to initiate new ideas.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">C</td> <td>Organisational ability : e.g. Ability to work with others & leadership quality.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Outstanding	Good	Average	Poor	Unable to Assess	A	Intellectual ability.						B	Capacity for original thought : e.g. Ability to initiate new ideas.						C	Organisational ability : e.g. Ability to work with others & leadership quality.					
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B	Capacity for original thought : e.g. Ability to initiate new ideas.																												
C	Organisational ability : e.g. Ability to work with others & leadership quality.																												
5.	Please state your observation on the applicant's suitability for the programme, together with any other information which might assist the University in making a decision.																												
Continue on a separate sheet if necessary.																													
6.	<p>RECOMMENDATION :</p> <p><u>State your support for this application.</u></p> <p> <input type="checkbox"/> Strongly recommend <input type="checkbox"/> Recommend <input type="checkbox"/> Do not recommend </p>																												

Referee Name :	Position :
Organisational Address :	
Telephone No :	Fax No :
E-mail Address :	
Referee's Signature and Official Stamp : _____ Date : _____	

All information provided will be treated confidentially. Your assistance in providing the information is highly appreciated.

Kindly return the form to:

<p>FOR (CYBERJAYA CAMPUS & PSDC) PROGRAMMES Institute for Postgraduate Studies (IPS) Multimedia University Persiaran Multimedia 63100 Cyberjaya, Selangor Darul Ehsan, Malaysia Contact Number: 603-8312 5182/5989/5560 Fax: 603-8312 5300 Email: ips@mmu.edu.my URL: http://www.mmu.edu.my</p>	<p>FOR (MELAKA CAMPUS) PROGRAMMES Institute for Postgraduate Studies (IPS) Multimedia University Jalan Ayer Keroh Lama 75450 Bukit Beruang, Melaka Contact Number: 606-252 3166/3564 Fax: 606-231 7141 Email: ips@mmu.edu.my URL: http://www.mmu.edu.my</p>
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