



**To all applicants  
Graduate Studies Programme  
Universiti Utara Malaysia**

Thank you for choosing Universiti Utara Malaysia as your centre for excellence.

While filling in the form, please pay attention to the following:

- Fill in the form in block letters using a black pen or a typewriter;
- All sections must be filled in. State “not applicable” wherever necessary.

The completed application form must be submitted with the following documents:

- i. Proof of payment for processing fee of RM100.00 (for Malaysian applicants)/ USD35.00 @ RM125.00 (for ASEAN applicants)/ USD50.00 @ RM175.00 (for NON ASEAN applicants). Payment can be made by the following method:
  - a. Online payment via e-commerce (e-com) link on the web [www.uum.edu.my](http://www.uum.edu.my) . Choose payment mode credit card (Mastercard/Visa) or FPX (if you are an internet banking user). Attach the printed receipt to the application form; or
  - b. at any branch of Bank Islam Malaysia Berhad (BIMB) use the using Bill Payment Slip. Specify payee code **340** in the column “pay for” in the Bill Payment Slip;
  - c. Where there is no BIMB branch, payment can be made by Money Order in favour of **Bendahari Universiti Utara Malaysia**.
  - d. Any **payment from outside Malaysia** can be made through **Telegraph Transfer** as below:
    - Bank name: Bank Islam Malaysia Berhad
    - Account number: 02093010000010 (there are 14 digits)
    - Bank branch/address: Bank Islam Malaysia Berhad (BIMB)  
UUM Branch  
Universiti Utara Malaysia  
06010 Sintok, Kedah  
Malaysia
    - Swift code: BIMBMYKL
    - Bank’s tel. no.: +604-9246271
- ii. Certified copies of Degree/equivalent qualifications, full Academics Transcripts, Malaysian University English Test (MUET)/Teaching English as a Foreign Language (TOEFL)/International English Language Testing System (IELTS), and professional certificates;
- iii. Certified copy of Identity Card;
- iv. **Financial Guarantee:**
  - a. Letter of undertaking for Scholarship/training award/study loan; OR
  - b. **Latest bank account statement of the applicant** that has at least USD2500 for candidate from ASEAN country and USD5000 for candidate from Non-ASEAN country
- v. Letter of undertaking for Scholarship/training award/study loan (if any);
- vi. Letter of approval/official leave from employer/relevant authorities to pursue this programme (if any);
- vii. Copy of research proposal;
- viii. Two (2) copies of International passports (front page only) and four (4) copies of passport-sized coloured photographs (for international applicant);
- ix. A release letter from other Malaysian Higher Learning Institution for Immigration purposes (for international applicant who previously studied at other Malaysian Higher Learning Institution).

Please address your application to:

**Ghazali Shafie Graduate School of Government  
Universiti Utara Malaysia  
06010 UUM Sintok, Kedah  
Malaysia**

I look forward to seeing you at UUM. Thank you.

Dean

Awang Had Salleh Graduate School of Arts and Sciences (AHSGS)  
Universiti Utara Malaysia



Ghazali Shafie  
Graduate School  
of Government

Universiti Utara Malaysia

Recent  
Photograph

## APPLICATION FOR POSTDOCTORAL/SABBATICAL PROGRAMME

### SECTION A: PROGRAMME DETAILS

Area of Research (name one): \_\_\_\_\_

- Name of School:  School of Government  
 School of Law  
 School of International Studies  
 School of Tourism, Hospitality and Environment Management

### SECTION B: PERSONAL DETAILS

Full Name (As per I.C./Passport) : \_\_\_\_\_

Identity Card No. (NRIC): \_\_\_\_\_ Passport No: \_\_\_\_\_

Date of Birth : \_\_\_\_\_ Place of Birth : \_\_\_\_\_

Gender\* :  Male  Female Age : \_\_\_\_\_

Religion: \_\_\_\_\_ Race : \_\_\_\_\_ Nationality : \_\_\_\_\_

Marital Status\*:  Single  Married  Widow

Permanent Address:

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Postcode : \_\_\_\_\_

Postcode : \_\_\_\_\_

Town : \_\_\_\_\_

Town : \_\_\_\_\_

State : \_\_\_\_\_

State : \_\_\_\_\_

Country : \_\_\_\_\_

Country : \_\_\_\_\_

Tel. No : (H) \_\_\_\_\_ (O) \_\_\_\_\_ (Mobile) \_\_\_\_\_

E-mail : \_\_\_\_\_

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**SECTION C: FAMILY BACKGROUND**

a. Name of Spouse : \_\_\_\_\_

Occupation: \_\_\_\_\_ Tel. No: \_\_\_\_\_

Employer's Name & Address : \_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_ No. of Children : \_\_\_\_\_

b. Person to be notified in case of emergency : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_ Relationship : \_\_\_\_\_

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**SECTION D: EMPLOYMENT DETAIL/EXPERIENCE**

Current Position : \_\_\_\_\_ Date Held : \_\_\_\_\_

Employer's Name and Address : \_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_ E-mail : \_\_\_\_\_

*Previous position (Working experience, if any)*

<i>Name of Position</i>	<i>Employer's name and address</i>	<i>From – To</i>	<i>Length of Service</i>

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**SECTION E: ACADEMIC BACKGROUND**

Name and address of Institution	Year Attended	Diploma/Degree Obtained	Date Of Graduation	Class/CGPA

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**SECTION F: PROFESSIONAL QUALIFICATION**

Qualification	Year Awarded	Awarded by

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**SECTION G: PROFESSIONAL PUBLICATION**

Title of Book/Journal	Year of Publication	Name and location of Publication

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**SECTION H: FINANCIAL SUPPORT**

Please indicate your source of financial support

- Employer / government
- Mentor
- Self-support

*\*please attach your latest bank account statement that has at least USD2500 (for applicants from ASEAN countries or USD5000 (for applicants from Non-ASEAN countries).*

Name and address of person and organization paying your fees

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### SECTION I: FIELD OF RESEARCH

- a. Area of Research: \_\_\_\_\_
- b. Proposed Research Title: \_\_\_\_\_  
\_\_\_\_\_
- c. Aims/Objectives of Research: \_\_\_\_\_  
\_\_\_\_\_
- d. Academic Staff whom you have met and discussed about your research, if any:  
\_\_\_\_\_
- e. Intended research location  
\_\_\_\_\_

**PLEASE ATTACH A COPY OF YOUR RESEARCH PROPOSAL AND WORK PLAN**

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### SECTION J: DECLARATION

I hereby certify that the above information and documents enclosed is true and complete. Universiti Utara Malaysia reserves the right to reject this application if the information given is false and/or incomplete.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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Please send complete application form with all the related documents to:

**Ghazali Shafie Graduate School of Government  
Universiti Utara Malaysia  
06010 UUM Sintok, Kedah  
Malaysia**

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## APPLICATION CHECK LIST

Please tick (√) in the column for the documents which are enclosed

No.	Documents required	Tick √
1.	Proof of payment for processing fee payable to “Bendahari UUM”	
2.	Complete and signed application form.	
3.	Two (2) copies of recent colour photographs, and one is fixed to the application form	
4.	Certified copies of degree/equivalent qualifications, full academic transcripts, and professional certificates.	
5.	Certified copy of Identity Card	
6.	A copy of your research proposal (1,500 – 2,000 words) and work plan	
7.	Two (2) copies of international passport (front page only) and four (4) copies of passport-sized coloured photographs (for international applicant only).	
8.	A release letter from other Malaysian Higher Learning Institution for Immigration purposes (for applicant who has studied at other Malaysian Higher Learning Institution)	

<b>NAME</b>	
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<b>PROGRAMME</b>	
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<b>COLLEGE</b>	
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<b>SIGNATURE</b>	
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