



**FACULTY OF ECONOMICS AND MUAMALAT
UNIVERSITI SAINS ISLAM MALAYSIA**

**APPLICATION FOR QUALIFYING TEST
(SHOULD BE COMPLETED BY SUPERVISOR)**

Instructions:

1. Please complete and submit this form to the Dean of Faculty of Economics and Muamalat.
2. Please submit three (3) **hardcopies** of proposal for Master and four (4) **hardcopies** of proposal for PhD.
3. Please **attach** the **ABSTRACT** of the proposal together with the translation (in Bahasa Malaysia and in English OR Arabic)

A. STUDENT'S PARTICULARS (Application process should be done via iPPS portal)

Name : _____

Student's No : _____

Programme : _____

Telephone (compulsory) : _____

Email (compulsory) : _____

Supervisor / Co-Supervisor (s) : 1. _____

2. _____

3. _____

Title of Proposal : _____

(In English & Arabic) : _____

Signature : _____

Date : _____

B. NOMINATION AS THE QUALIFYING TEST COMMITTEE MEMBERS (TO BE COMPLETED BY SUPERVISOR (S))

Chairman : _____

Internal Examiner (1) : _____

Internal Examiner (2) : _____

External Examiner

Name : _____

Organization & : _____

Full Address : _____

(compulsory) : _____

Telephone : _____

Email (compulsory) : _____

Criteria/Rules Appointment of QT Committee Members:

1. For Master students: (2) two Internal Examiners required.
2. For Ph.D students: (2) two Internal Examiners or (1) one External Examiner required.

C. DECLARATION OF SUPERVISOR / CO-SUPERVISOR (S)

1. Remarks :
Signature of Supervisor :
Name of Supervisor / Date :

2. Remarks :
Signature of Supervisor :
Name of Supervisor / Date :

3. Remarks :
Signature of Supervisor :
Name of Supervisor / Date :

Note: Supervisor is compulsory to attend the QT session.

D. DECLARATION OF DEAN OF FACULTY

Remarks :
Signature and stamp :
Date :

No.	Qualifying Test (QT) Checklist	Student Check (tick to confirm)	Supervisor check (tick to confirm)	GSM Use
1.	Application for Qualifying test (QT) - GSM 05			
2.	Presented research-in-progress at Colloquium 1 – 3 (kindly attach Colloquium Result)			
3.	Proposal has been checked for plagiarism (kindly attach Turnitin Report as checked by supervisor)			
4.	3 copies of research proposal for Master 3 or 4 copies of research proposal for PhD			
5.	Result of Data Analysis subject or exemption letter			
6.	Draft proposal is correctly formatted (per USIM's Handbook on Academic Writing)			
7.	Title of Proposal / Tajuk Proposal			
8.	Table of Contents / Isi Kandungan			
9.	Acknowledgement / Penghargaan			
10.	Abstract in English, Arabic and Bahasa Melayu / Abstrak dalam Bahasa Inggeris, Bahasa Arab dan Bahasa Melayu			
11.	Research Problem / Permasalahan Kajian			
12.	Significance of Study / Kepentingan Kajian			
13.	Objective of Study/Objektif Kajian			
14.	Scope of the Study / Skop Kajian			
15.	Review of Literature / Sorotan Literatur			
16.	Framework of Study / Kerangka Kajian			
17.	Research Methodology / Metodologi Kajian			
18.	Significance of Expected Findings / Kepentingan Dapatan Kajian yang Dijangkakan			
19.	Research Instrument (questionnaire, interview protocol, etc) / Instrumen Kajian (soal selidik, protokol temubual, dll)			
20.	Conclusion / Kesimpulan			
21.	References / Rujukan			
22.	All parts of proposal including References strictly follow USIM's Handbook on Academic Writing			
23.	All references are duly cited throughout thesis			
24.	All cited references are included in the list of References			
25.	Proposal has been spell-checked and proofread.			
26.	Abstract is endorsed by the main supervisor			

FOR STUDENT:

Name of Student and Student No: _____

* I certify that all the required contents are included in the proposal and that the documents are in good order.

Signature: _____

Date: _____

FOR SUPERVISOR:

* I have REVIEWED this proposal and have checked that all the required contents are included in the proposal and that the documents are in good order.

Signature: _____

Date: _____

Name of Main Supervisor: Prof/ Assoc. Prof/ Dr _____

GSM use only:	
i. Accept the submission (complete the checklist)	<input type="checkbox"/>
ii. Return to student to complete item (s)	<input type="checkbox"/>
Note:	_____
Documentation received by	
Name:	Date: