



School of
Graduate Studies

**BORANG PERMOHONAN
KURSUS BERSTRUKTUR PGSS
PGSS STRUCTURED COURSE
APPLICATION FORM**

UTM/SPS/2017

Please submit this form to Program Development & Customer Relation Division, School of Graduate Studies, UTM
Johor Bahru

Tel. No: 07-5537903

Fax No. : 07-5537800

**BAHAGIAN A: MAKLUMAT PEMOHON DAN AKTIVITI
PART A: APPLICANT'S AND ACTIVITY PARTICULARS**

1. MAKLUMAT PEMOHON APPLICANT'S PARTICULARS	
Nama Pemohon Name of Applicant	
No. Matrik Matric No.	
Peringkat Pengajian Level of Study	
Bidang Pengajian Field of Study	
Fakulti Faculty	
No. Tel. Bimbit Handphone No.	
Alamat Emel Email Address	
2. MAKLUMAT PROGRAM PROGRAM PARTICULARS	
Nama Program Program's Name	
Kumpulan Sasaran Target Group *Please tick (/) the one related	<input type="checkbox"/> Tahun Pertama Year 1
	<input type="checkbox"/> Tahun Kedua Year 2
	<input type="checkbox"/> Tahun Ketiga Year 3
Tarikh Mula Start Date	
Tarikh Tamat End Date	
Tempat Aktiviti Activity's Venue	
Objektif Aktiviti Activity's Objectives	
Hasilan Program Program Benefit	

Bilangan Peserta <i>Number of Participants</i>						
Nama Penceramah <i>Speaker's Name</i>						
Nama Fasilitator <i>Facilitator's Name</i> <i>*if any</i>						
Aturcara Program <i>Program Tentative</i>	*Sila lampirkan *Please attach					
Carta Jawatankuasa Penganjur <i>Committee Organisation Chart</i>	*Sila lampirkan *Please attach					
3. SOKONGAN PRESIDEN PGSS PGSS PRESIDENT'S RECOMMENDATION						
Nama Presiden <i>Name of President</i>						
No. Matrik <i>Matric No.</i>						
Alamat Emel <i>Email Address</i>						
No. Telefon Bimbit <i>Handphone No.</i>						
Status Sokongan <i>Recommendation Status</i> *Sila tanda (/) mana yang berkaitan *Please tick (/) the one related	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Disokong / Recommended</td> </tr> <tr> <td><input type="checkbox"/></td> <td>TidakDisokong / Not Recommended</td> </tr> </table>	<input type="checkbox"/>	Disokong / Recommended	<input type="checkbox"/>	TidakDisokong / Not Recommended	
<input type="checkbox"/>	Disokong / Recommended					
<input type="checkbox"/>	TidakDisokong / Not Recommended					
Tandatangan <i>Signature</i>						
Tarikh <i>Date</i>						
4. KELULUSAN TIMBALAN DEKAN (AKADEMIK) FAKULTI ATAU PENASIHAT PGSS FACULTY'S DEPUTY DEAN (ACADEMIC) APPROVAL OR PGSS ADVISOR						
Nama <i>Name</i>						
Status Kelulusan <i>Approval Status</i>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Diluluskan Approved</td> <td rowspan="2">Ulasan: Comment</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Tidak Diluluskan Not Approved</td> </tr> </table>	<input type="checkbox"/>	Diluluskan Approved	Ulasan: Comment	<input type="checkbox"/>	Tidak Diluluskan Not Approved
<input type="checkbox"/>	Diluluskan Approved	Ulasan: Comment				
<input type="checkbox"/>	Tidak Diluluskan Not Approved					
Tandatangan & Cop Rasmi <i>Signature & Official Stamping</i>						
Tarikh <i>Date</i>						

BAHAGIAN B: MAKLUMAT PERBELANJAAN
PART B: EXPENDITURE PARTICULAR

ANGGARAN PERBELANJAAN <i>BUDGET ESTIMATION</i>	JUMLAH ANGGARAN <i>TOTAL ESTIMATION</i>	JUMLAH SOKONGAN OLEH SPS <i>TOTAL RECOMMENDED</i>
<p>a. <u>Elaun Makan / Meals Allowance:</u></p> <p>i. RM4.00 / student</p>	<p>RM _____</p>	
<p>b. <u>BayaranPenceramah / Speaker Fee:</u></p>	<p><input type="checkbox"/> RM 150 <i>(Half day)</i></p> <p><input type="checkbox"/> RM 300 <i>(1 day)</i></p> <p><input type="checkbox"/> RM 600 <i>(2 days)</i></p> <p>RM _____</p>	

BAHAGIAN B: MAKLUMAT PERBELANJAAN
PART B: EXPENDITURE PARTICULAR

ANGGARAN PERBELANJAAN <i>BUDGET ESTIMATION</i>	JUMLAH ANGGARAN <i>TOTAL ESTIMATION</i>	JUMLAH SOKONGAN OLEH SPS <i>TOTAL RECOMMENDED</i>
<p>c. Bayaran Fasilitator / <i>Facilitator Fee</i>:</p> <p>*Mengikut keperluan seperti program berbentuk Data Analisa / <i>Depends on requirement such as Analysis Data program</i></p>	<p><input type="checkbox"/> RM 50 <i>(Half day)</i></p> <p><input type="checkbox"/> RM100 <i>(1 day)</i></p> <p><input type="checkbox"/> RM200 <i>(2 days)</i></p> <p>RM _____</p>	
<p>d. Alat Tulis / <i>Stationeries</i>:</p> <p>Maksimum RM 4.00 / Pelajar <i>Maximum RM 4.00 / Students</i></p>	<p>RM ____ x ____ person = RM</p>	
<p>e. Percetakan / <i>Printing</i></p> <p>Maksimum RM 2.00 / Pelajar <i>Maximum RM 2.00 / Students</i></p>	<p>RM ____ x ____ person = RM</p>	
<p>f. Kontingensi / <i>Contingencies</i></p> <p>*Do not increase the rate of other expenditures by using the contingency money</p>	<p><input type="checkbox"/> RM100 <i>(Half day)</i></p> <p><input type="checkbox"/> RM150 <i>(1 day)</i></p> <p><input type="checkbox"/> RM200 <i>(2 days)</i></p>	
JUMLAH / TOTAL (RM)		

BAHAGIAN C: KEGUNAAN PEJABAT SAHAJA
PART C: OFFICE USE ONLY

Tarikh Diterima <i>Date Received</i>					
1. SOKONGAN PENOLONG PENDAFTAR (BPPHP) <i>ASSISTANT REGISTRAR'S (BPPHP) RECOMMENDATION</i>					
Nama <i>Name</i>					
Cop Rasmi Jawatan <i>Official Stamping</i>					
Status Sokongan <i>Recommendation Status</i>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Disokong / Recommended</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Tidak Disokong / Not Recommended</td> </tr> </table>	<input type="checkbox"/>	Disokong / Recommended	<input type="checkbox"/>	Tidak Disokong / Not Recommended
<input type="checkbox"/>	Disokong / Recommended				
<input type="checkbox"/>	Tidak Disokong / Not Recommended				
*Sila tanda (/) yang mana berkaitan <i>*Please tick (/) the one related</i>					
Jumlah yang disokong <i>Total Approved</i>	RM				
Tandatangan <i>Signature</i>					
Tarikh <i>Date</i>					
2. KELULUSAN TIMBALAN DEKAN (BPPHP) <i>DEPUTY DEAN'S APPROVAL (BPPHP)</i>					
Nama <i>Name</i>					
Cop Rasmi Jawatan <i>Official Stamping</i>					
Status Sokongan <i>Recommendation Status</i>	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Diluluskan / Approved</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Tidak Diluluskan / Not Approved</td> </tr> </table>	<input type="checkbox"/>	Diluluskan / Approved	<input type="checkbox"/>	Tidak Diluluskan / Not Approved
<input type="checkbox"/>	Diluluskan / Approved				
<input type="checkbox"/>	Tidak Diluluskan / Not Approved				
*Sila tanda (/) mana yang berkaitan <i>*Please tick (/) the one related</i>					
Jumlah yang disokong <i>Total Approved</i>	RM				
Tandatangan <i>Signature</i>					
Tarikh <i>Date</i>					