

**APPLICATION FOR APPOINTMENT OF EXTERNAL SUPERVISOR
 (CO – SUPERVISOR)**

This application is made by supervisor. Please lodge with the School of Graduate Studies through the respective Faculty Graduate Studies Committee.

SECTION A : TO BE COMPLETED BY THE MAIN SUPERVISOR OF THE CANDIDATE

1. About the candidate

- (A) Name : _____
- (B) Identity Card/ISID/Matric No. : _____
- (C) Programme : _____
- (D) Title of Thesis : _____

(E) Is the candidate sponsored : Yes No

If YES, state the sponsoring body : _____

(F) Is the candidate UTM's Staff : Yes No

If YES, a). Staff number : _____

b). Date of the period of study leave approved : _____

2. About the proposed external supervisor

(Please enclose the curriculum vitae of the proposed external supervisor)

- (A) Name : _____
- (B) Identity Card/Passport : _____

(Note : Please attached a copy of Identity Card or Passport)

(C) Employer : _____

a.) Organization : _____

b.) Address : _____

c.) Position : _____

(D) Correspondence address : _____

(E) Tel : _____

(F) Email : _____

(G) Curriculum vitae attached : Yes No

(Note : Application will not be process without C.V)

3. Reason(s) for the appointment of external supervisor:

4. If the candidate is non-UTM's staff, who and how the appointment will be financed:

5. Have matters regarding Intellectual Properties and Copyrights been agreed between all parties involved?

Yes No

(Note : Agreement between parties involved on IP and Copyright matters will be signed upon acceptance of appointment. Please consult UTM's Legal Officer for advice)

6. About the applicant (Supervisor)

Name : _____ Signature: _____
 Tel. No. : _____ Date : _____
 Email : _____

SECTION B : TO BE COMPLETED BY THE RESPECTIVE CHAIRPERSON OF FACULTY'S GRADUATE STUDIES COMMITTEE

The application to appoint an external supervisor for the candidate is

APPROVED NOT APPROVED

Comment(s) (if any) : _____

Name : _____ Signature : _____
 Official Stamp : _____ Date : _____

SECTION C : TO BE COMPLETED BY THE REGISTRAR OFFICE (HUMAN RESOURCE DEVELOPMENT) – FOR UTM'S STAFF

The application to appoint an external supervisor for the candidate is

APPROVED NOT APPROVED

Comment(s) (if any) : _____

Name : _____ Signature : _____
 Official Stamp : _____ Date : _____

SECTION D : OFFICE USE ONLY (SCHOOL OF GRADUATE STUDIES)

APPROVED NOT APPROVED

Comment(s) (if any) : _____

Name : _____ Signature : _____
 Official Stamp : _____ Date : _____