



**POSTGRADUATE CANDIDATURE REQUIREMENT CHECKLIST  
FOR DOCTORAL DEGREE (MIXED MODE)**

All postgraduate candidates are required to complete their candidature by fulfilling the following requirements:

DOCTORAL DEGREE (MIXED MODE)		
<i>Please tick <input checked="" type="checkbox"/> in the appropriate space.</i>	Candidate's checklist	For office use
1. For Doctor of Public Health (Faculty of Medicine) and Doctor of Dental Public Health (Faculty of Dentistry), Fulfil the minimum candidature duration of six (6) semesters  For Doctor of Philosophy (Faculty of Education) (Mixed Mode), Fulfil the minimum candidature duration of five (5) semesters		
2. Fulfil the University language requirement – Bahasa Malaysia		
3. Fulfil the University language requirement – English Language		
4. Present research proposal at the beginning of the research component registration		
5. Present research progress at Candidature Defence as required by the Faculty		
6. Fulfil the publication requirement according to the criteria set in the publication guidelines, prior to graduation.  Please refer to the list of the publication requirement for Postgraduate candidates. The requirements may vary according to the admission session.  <b>Note:</b> Candidates may submit 3 Months' Notice by attaching any evidence of ongoing publication progress (e.g. acknowledgement letter from the respective journals upon manuscript submission), on the condition that the proof of acceptance for publication is provided to the Faculty <b><u>BEFORE</u></b> graduation.		
7. Fulfil residential requirement of twelve (12) months.  <b>Note:</b> Candidates are considered to have fulfilled the residential requirement upon completion of the coursework component of the programme.		

**IMPORTANT NOTE:** Candidate is also required to fulfil any additional requirements imposed by the faculty.

**Submitted by:**

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**Signature of Candidate**

Name of Candidate & Matric no.:

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Date: \_\_\_\_\_

**Verified by:**

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**Signature of Supervisor**

Name of Supervisor:

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Date: \_\_\_\_\_

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**Signature of PTj's Assistant Registrar**

Name of Assistant Registrar:

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Date: \_\_\_\_\_

**PUBLICATION REQUIREMENT FOR POSTGRADUATE CANDIDATE****BY MIXED MODE**

ADMISSION SESSION	SEMESTER	DOCTORAL CANDIDATE
2016/2017 and previous	I and II	<b>Exempted from publication requirement</b>
2017/2018 and onwards	I	<p>Doctoral candidates pursuing programmes in the field of <b>Sciences</b> must show <b>proof of acceptance for publication of at least one (1) article in journal indexed by Thomson Reuters Web of Science (WoS) or Scopus (according to the criteria set in the publication guidelines), prior to graduation.</b></p> <p>Doctoral candidates pursuing programmes in the field of <b>Social Sciences</b> must show <b>proof of acceptance for publication as per the following (according to the criteria set in the publication guidelines), prior to graduation:</b></p> <p>(a) at least one (1) article in journal indexed by <b>Thomson Reuters Web of Science (WoS) or Scopus</b></p> <p>or;</p> <p>(b) at least two (2) article in <b>Malaysian Citation Index (MyCite) or</b> any journal recognized by the Faculty</p> <p>(c) at least one (1) book published by publishers listed in the Thomson Reuters Web of Science (WoS) Master Book List or <b>Majlis Penerbitan Ilmiah Malaysia (MAPIM) or</b> University of Malaya Press or <i>Dewan Bahasa dan Pustaka</i> or any publishers recognized by the Faculty</p> <p>or;</p> <p>(d) at least two (2) book chapters published by publishers listed in the <b>Thomson Reuters Web of Science (WoS) Master Book List or Majlis Penerbitan Ilmiah Malaysia (MAPIM) or University of Malaya Press or Dewan Bahasa dan Pustaka or any publishers recognized by the Faculty.</b> Two (2) book chapters in different books are equivalent to one (1) publication.</p>

**GUIDELINES FOR PUBLICATION IN FULFILMENT OF GRADUATION REQUIREMENTS  
FOR POSTGRADUATE CANDIDATES (Senate Approval on 24.8.2017)**

Publication(s) produced by postgraduate candidates in fulfilment of graduation requirements must comply with the following criteria:

CRITERIA	REMARK
<b>Type of Publications</b>	<p>(1) Research article or review article in journals indexed in:</p> <p>(a) Web of Science Core Collection databases (<a href="https://apps.webofknowledge.com">https://apps.webofknowledge.com</a>)</p> <ul style="list-style-type: none"> <li>• Science Citation Index Expanded™,</li> <li>• Social Sciences Citation Index® and</li> <li>• Arts &amp; Humanities Citation Index®</li> </ul> <p>(b) Scopus (<a href="https://www.scopus.com/">https://www.scopus.com/</a>); or</p> <p>(c) *<i>Malaysian Citation Index (MyCite)</i> (<a href="http://www.mycite.my/">http://www.mycite.my/</a>)</p> <p>(2) *Books published by publishers listed in:</p> <p>(a) <i>Web of Science (WoS) Master Book List</i> (<a href="http://wokinfo.com/mbl/publishers/">http://wokinfo.com/mbl/publishers/</a>)</p> <p>(b) <i>Malaysian Scholarly Publishing Council or Majlis Penerbitan Ilmiah Malaysia (MAPIM)</i> (<a href="https://www.um.edu.my/research-and-community/information-for-researchers/downloads/myra">https://www.um.edu.my/research-and-community/information-for-researchers/downloads/myra</a>)</p> <p>(c) Any publishers listed and recognized by Academic Responsible Centre (PTj)</p> <p><i>*Only applicable to candidates pursuing programmes in the field of Arts and Social Sciences.</i></p>
<b>Authorship</b>	<p>Publications <b>must be published with the supervisor(s)</b>. The supervisor shall act as the corresponding author. In the event that the candidate has more than one supervisor, one of them shall be the corresponding author.</p> <p>The candidate must be the first author or either the second or subsequent author after the supervisor(s), or the first student author. In the event, two or more candidates co-authored in an article, only one candidate is allowed to use this article to fulfil his/her graduation requirement.</p>
<b>Authorship Agreement</b>	<p>Candidate must provide a copy of authorship document that was submitted to the respective publishers (e.g. Authorship Agreement/Form or Statement of Authorship or cover letter of article submission), confirming all the named authors has agreed to publication.</p>
<b>Timing</b>	<p>Publications must be within the candidature of the candidate.</p>

## DOCTORAL DEGREE (MIXED MODE)

CRITERIA	REMARK
<b>Topic of publications</b>	Publications must be related and conform to the candidate's research in his/her thesis/dissertation.
<b>Affiliation</b>	Publications must carry the affiliation of the department and/or faculty where the candidate is registered.
<b>Blacklisted journals</b>	<p>Publications in journals blacklisted by the Malaysian Ministry of Education (MoE) are not accepted:</p> <ol style="list-style-type: none"> <li>(1) Academic Journal (<a href="http://www.academicjournals.org">www.academicjournals.org</a>);</li> <li>(2) Euro Journal Inc. (<a href="http://www.eurojournals.com">www.eurojournals.com</a>);</li> <li>(3) Common Ground Publishing (<a href="http://www.commongroundpublishing.com">www.commongroundpublishing.com</a>);</li> <li>(4) Africa World Press Inc. (<a href="http://www.africaworldpressbooks.com">www.africaworldpressbooks.com</a>).</li> </ol> <p>The list of blacklisted journals is subject to change from time to time according to MoE.</p>
<b>Completion period</b>	<p>Candidates who have completed the examination of their thesis/dissertation must fulfil the publication requirement as set by the University before the expiry of their maximum period of candidature.</p> <p>Candidates who have completed their thesis/dissertation examination and reached their maximum period of candidature but are yet to fulfil the stipulated publication requirement, may be given a period of 12 months from the date of the final submission of thesis/ dissertation to do so. In this case, the application must be submitted to the Dean of Institute of Graduate Studies (IGS) for approval.</p> <p>If the candidates fail to fulfil the publication requirement within the approved period, they will be terminated from the program of study and considered as failed.</p>