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| logo korporat grid-01 | **BORANG PERMOHONAN PELANTIKAN PEMBANTU PENYELIDIK SISWAZAH/**  **PEMBANTU PENYELIDIK/PEMBANTU PENYELIDIK PENTADBIRAN**  ***APPLICATION FORM FOR APPOINTMENT OF GRADUATE RESEARCH ASSISTANT (GRA)/RESEARCH ASSISTANT (RA)/ADMINISTRATIVE RESEARCH ASSISTANT (RA-P)***  **PEJABAT PENGURUSAN PENYELIDIKAN (PPP)**  **UNIVERSITI MALAYSIA TERENGGANU**  **21030 KUALA NERUS, TERENGGANU, MALAYSIA** |

**PERHATIAN : Sila baca dan fahami Garis Panduan dan Tadbir Urus Pelantikan dan Pengurusan Pembantu Penyelidik Siswazah *(GRA)/Pembantu Penyelidik (RA)/Pembantu Penyelidik Pentadbiran (RA-P)* sebelum mengisi borang ini.**

*NOTES : Please read and understand the guidelines and procedure of Graduate Research Assistant (GRA)/Research Assistant (RA)/Administrative Research Assistant (RA-P) before fill in the form.*

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| **PERHATIAN : BORANG INI HENDAKLAH DILAMPIRKAN DENGAN DOKUMEN-DOKUMEN BERIKUT :**  *NOTES : THIS FORM MUST BE ATTACHED WITH THE FOLLOWING DOCUMENTS :* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  | | --- | --- | | **(1) Salinan K/P / Pasport**  *Photocopy of I/C / Passport*    **(2) Salinan Sijil SPM / STPM / Ijazah / Sarjana / PhD**  *Photocopy of SPM / STPM/ Bachelor / Master / PhD Certificate*  **(3) Salinan Surat Tawaran Pengajian Sarjana / PhD**  *Photocopy of Master / PhD Offer Letter* | **(4) Salinan Slip Pendaftaran Sarjana/PhD**  *Photocopy of Master/PhD Registration Slip*  **(5) Salinan Surat Pengesahan Majikan (Jika Cuti Belajar)**  *Photocopy of Employer Confirmation Letter (If Study Leave)*  **(6) Salinan Akaun Bank (CIMB Bank Sahaja)**  *Photocopy of Bank Account (CIMB Bank Only)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **A. PERMOHONAN JAWATAN**  ***JOB APPLICATION*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Gambar terkini berukuran pasport  *Latest photo passport size* | | | |
| **Pembantu Penyelidik Siswazah (GRA) Pembantu Penyelidik Pentadbiran (RA-P)**  *Graduate Research Assistant Administrative Research Assistant*  **Pembantu Penyelidik (RA)**  *Research Assistant* | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **B. MAKLUMAT PEMOHON (DIISI OLEH PEMOHON)**  ***APPLICANT INFORMATION (TO BE FILLED BY APPLICANT)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1. Nama Penuh :**  *Full Name :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **2. Alamat Surat-Menyurat :**  *Correspondence Address :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **3. Alamat Tetap :**  *Permanent address :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **4. E-mel :**  *E-mail :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **5. No. Telefon :**  *Telephone No. :* | | | | |  | | |  | | | | | | | | | | **6. Umur :**  *Age :* | | | | | | | |  | | | | | | |
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| **7. Bangsa :**  *Race :* | | | | | | | |  | | | | | | | | | | **8. Tarikh Lahir (dd/mm/yy) :**  *Date of Birth :* | | | | | | | |  | | | | | | |
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| **9. No. K/P / No. Pasport :**  *NRIC / Passport No :* | | | | | | | |  | | | | | | | | | | **10. Kewarganegaraan :**  *Nationality :* | | | | | | | |  | | | | | | |
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| **11. Jantina :**  *Gender :*  Lelaki  *Male*  Perempuan  *Female* | | | | | | | |  | | | | **Lelaki**  *Male* | | | | | |  | | | **Perempuan**  *Female* | | | | | | | | | | | |
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| **12. Taraf Perkahwinan :**  *Marital Status :* | | | | | | | |  | | | | **Bujang**  *Single* | | | | | |  | | | **Berkahwin**  *Married* | | | | | | | | | | | |
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| **13. Kelayakan Akademik**  *Academic Qualification* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Jenis Sijil**  ***Type of Certificate*** | | | | | **Bidang Pengajian/Pengkhususan**  ***Field of Specialization*** | | | | | | | | | | | | | **Gred/CGPA**  ***Grade/CGPA*** | | | | | | **Nama Universiti**  ***Name of University*** | | | | | | | **Tahun Tamat**  ***Year Completed*** | |
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| **15. Maklumat pekerjaan terdahulu (Nyatakan pengalaman dalam kerja-kerja akademik/penyelidikan, jika ada, beserta**  **tempohnya)**  *Information of previous employment (State experience in research/academic work, if any, including durations)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **16. Status Pekerjaan Semasa :**  *Current Job Status* | | | | | | | |  | | | **Cuti Belajar (Bergaji Penuh)**  *Study Leave (Full paid)* | | | | | | | | | |  | **Cuti Belajar (Bergaji Separuh)**  *Study Leave (Half paid)* | | | | | | | | | | | |
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|  | | | | | | | |  | | | **Bekerja Sepenuh Masa**  *Working Full Time* | | | | | | | | | |  | **Tidak Bekerja**  *Unemployed* | | | | | | | | | |
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| **17. Syarikat/Organisasi : (Jika**  **ada) (cth: NAHRIM)**  *Company/Organisation : (If any)* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **C. MAKLUMAT PENGAJIAN SEMASA PASCA SISWAZAH (DIISI OLEH PEMOHON GRA SAHAJA)**  ***CURRENT POSTGRADUATE STUDY INFORMATION (TO BE FILLED BY APPLICANT OF GRA ONLY)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1. Program Pasca siswazah :**  *Postgraduate Programme :* | | | | | | | |  | | | **Sarjana**  *Master* | | | | | | | | | |  | **Doktor Falsafah**  *PhD* | | | | | | | | | | | |
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| **2. Mod Pengajian :**  *Mode of Study :* | | | | | | | |  | | | **Sepenuh Masa**  *Full Time* | | | | | | | | | |  | **Separuh Masa**  *Part Time* | | | | | | | | | |
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| **3. No. Matrik :**  *Matric No. :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **4. Semester Mendaftar :**  *Semester Enrolled :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **5. Tarikh Pendaftaran :**  *Registration Date :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **6. Bidang Pengajian :**  *Field of Study :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **7. Sumber Pendapatan/Tajaan/**  **Biasiswa : (Jika ada)**  **(cth : Mybrain, KPT)**  *Source of Salary/Sponsor/*  *Scholarship : (If any)* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **8. Fakulti/Institut :**  *Faculty/Institute :* | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | |  | | **Saya mengaku bahawa saya tidak mempunyai pendapatan tetap (Gaji Penuh/Tajaan/Biasiswa).**  *I verify that I do not have any fixed income (Full paid/Sponsor/Scholarship).* | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | |  | | **Saya mengaku bahawa maklumat yang diberikan dalam permohonan ini adalah betul. Jika permohonan ini didapati tidak betul/tidak lengkap, UMT berhak untuk tidak menerima permohonan saya.**  *I verify that the information given in this application is correct. If this application is found incorrect/incomplete, UMT has the right not to accept my application.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Tandatangan Pemohon :**  *Signature of Applicant :* |  | **Tarikh :**  *Date :* |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **D. MAKLUMAT PROJEK PENYELIDIKAN / TABUNG AMANAH (DIISI OLEH KETUA PROJEK / PEMEGANG AKAUN AMANAH)**  ***PROJECT RESEARCH / TRUST FUND INFORMATION (TO BE FILLED BY PROJECT LEADER / TRUST FUND HOLDER)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1. Nama Ketua Projek / Pemegang Akaun Amanah :**  *Name of Project Leader / Trust Fund Holder :* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **2. Fakulti/Institut :**  *Faculty/Institute:* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **3. Tajuk Projek :**  *Project Title :* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **4. Jenis Geran Projek Penyelidikan / Akaun Amanah :**  *Project Research Grant / Trust Fund Type : (E.g.: TAPE-RG / INOS)* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **5. No. Vot :**  *Vote No. :* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **6. Tempoh Projek Penyelidikan :**  *Research Project Duration :* | | | | | | | | | | | | | **Dari (dd/mm/yy) :**  *Start Date :* | | | | |  | | | | | | | **Hingga (dd/mm/yy) :**  *End Date :* | | | | |  | | |
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| **7. Lanjutan Tempoh Projek**  **Penyelidikan : (Jika ada)**  *Extension of Research Project Duration :*  *(If any)* | | | | | | | | | | | | | **Dari (dd/mm/yy) :**  *Start Date :* | | | | |  | | | | | | | **Hingga (dd/mm/yy) :**  *End Date :* | | | | |  | | |
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| **8. Jumlah Peruntukan Keseluruhan Penyelidikan :**  *Total Amount Allocated for Research :* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **9. Jumlah Peruntukan Dibawah V11000 /Akaun Amanah :**  *Total Amount Allocated under V11000 / Trust Fund :* | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | |
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| **10. Tempoh Lantikan Pembantu**  **Penyelidik Siswazah / Pembantu Penyelidik / Pembantu Penyelidik Pengurusan :**  *Duration of GRA/RA/RA-P Appointment :* | | | | | | | | | | | | | **Dari (dd/mm/yy) :**  *Start Date :*    **Bulan :**  *Months :* | | | | |  | | | | | | | **Hingga (dd/mm/yy) :**  *End Date :* | | | | |  | | |
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| **12. Permohonan ini :**  *This Application :* | | | | | |  | | | | **Disokong**  *Recommended* | | | | | | |  | | | **Tidak Disokong**  *Not Recommended* | | | | | | | | | | | | |
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|  | | **Ulasan :**  *Comment :* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Tandatangan & Cop Rasmi Ketua Projek :**  *Project Leader Signature & Official Stamp :* | | | | | | | | | | | | | |  | | | | | | | | | | | **Tarikh :**  *Date :* | | | | |  | | |
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| **13. Permohonan ini :**  *This Application :* | | | | | | |  | | **Diluluskan**  *Approved* | | | | | | |  | | | **Tidak Diluluskan**  *Not Approved* | | | | | | | | | | | | | | |
|  | **Ulasan :**  *Comment :* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Tandatangan & Cop Rasmi**  **Pemegang Akaun Amanah :**  *Trust Fund Holder & Official Stamp :* | | | | | | | | | | | | | | |  | | | | | | | | **Tarikh :**  *Date :* | | | |  |  | | | | | |
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| **E. ULASAN PENYELIA (SEKIRANYA BERBEZA DENGAN KETUA PROJEK PENYELIDIKAN)**  ***COMMENT FROM SUPERVISOR (IF PROJECT LEADER IS DIFFERENT PERSON)*** | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1. Permohonan ini :**  *This Application :* | | |  | | **Disokong**  *Recommended* | | | | | |  | | | | | | | **Tidak Disokong**  *Not Recommended* | | | | | | | | |
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|  | **Ulasan :**  *Comment :* | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Tandatangan & Cop Rasmi Penyelia :**  *Supervisor Signature & Official Stamp :* | | | | | | | |  | | | | | | | | | | | | | | | | | **Tarikh :**  *Date :* |  |
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| **F. UNTUK KEGUNAAN PEJABAT PENGURUSAN PENYELIDIKAN (PPP)**  ***FOR RESEARCH MANAGEMENT OFFICE (RMO) USE*** | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Semakan dan Pengesahan dari Urusetia PPP :**  *Review and validation from the RMO Secretariat :* | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | **Baki Peruntukan V11000 Terkini :**  *Current balance allocated under V11000 :* | | | | | **RM**  *RM* | | |  | | | | |  | | | | | | | | | | |  | |
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|  |  | **Baki peruntukan V11000 terkini MENCUKUPI untuk pembayaran elaun sepanjang tempoh pelantikan.**  *Current balance allocated under V11000 is SUFFICIENT for the payment of allowance throughout the appointment duration.* | | | | | | | | | | | | | | | | | | | | | | | | |
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|  |  | **Baki peruntukan V11000 terkini TIDAK MENCUKUPI untuk pembayaran elaun sepanjang tempoh pelantikan.**  *Current balance allocated under V11000 is NOT SUFFICIENT for the payment of allowance throughout the appointment duration.* | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | **Tempoh Lantikan GRA :**  *Duration of GRA Appointment :* | | | | | **Dari (dd/mm/yy) :**  *Start Date :*    **Bulan :**  *Months :* | | | | | | | |  | | | | | | | | | | | **Hingga (dd/mm/yy)** :  *End Date :* |  |
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|  | **Bayaran Elaun GRA :**  *Payment of GRA Allowance :* | | | | | | **RM**  *RM* | | |  | | | | **X** | | |  | | | | | | | | **Bulan**  *Months* | |
|  | | | |  | | | | | | | |
|  | **Kaedah Bayaran :**  *Payment Method :* | |  | | | |  | | | **PPP**  *RMO* | | | | |  | | | | | | | **Fakulti/Institut/Tabung Amanah PTj**  *Faculty/Institute/Trust Fund of PTj* | | | | |
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| **Disemak oleh :**  *Verified by :* | | | |  | | | | | | | | | | | | | | | | | | | | |  | |
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| **Tandatangan :**  *Signature :* | | | |  | | | | | | | | | | | | | | | | | | | | | **Tarikh :**  *Date :* |  |
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| **G. KELULUSAN PENGARAH PEJABAT PENGURUSAN PENYELIDIKAN (PPP)**  ***APPROVAL OF THE DIRECTOR OF RESEARCH MANAGEMANT OFFICE (RMO)*** | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **1. Permohonan ini :**  *This Application :* | | |  | | **Diluluskan**  *Approved* | | | | | | |  | | | | | | | | **Tidak Diluluskan**  *Not Approved* | | | | | | |
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|  | **Ulasan :**  *Comment :* | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Tandatangan & Cop Rasmi :**  *Signature & Official Stamp :* | | | |  | | | | | | | | | | | | | | | | | | | | | **Tarikh :**  *Date :* |  |
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