

UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

UNIVERSITY OF MALAYA CONSTITUTION 2010

**UNIVERSITY OF MALAYA
(MASTER'S DEGREE) RULES 2019**

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UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

UNIVERSITY OF MALAYA CONSTITUTION 2010

**UNIVERSITY OF MALAYA
(MASTER'S DEGREE) RULES 2019**

In the exercise of the powers conferred under subsection 37(1) of the Constitution of the University of Malaya 2010 [P.U. (A) 444/2010], the Board of Directors of the University of Malaya has formulated the following rules:

**PART I
PRELIMINARY**

1. Name, Commencement and Application

- (1) These Rules may be cited as the University of Malaya (Master's Degree) Rules 2019 and shall come into force from the 2019/2020 Academic Session.
- (2) These Rules shall apply to all candidates of the Master's Degree programme admitted prior to and in the Academic Session 2019/2020 and thereafter.
- (3) Notwithstanding that provided in subrule (2), candidates admitted prior to and in Admission Session 2018/2019 at the Faculty of Dentistry will be subject to the examination assessment regulations for the programme of study by Clinical Coursework as determined in the University of Malaya (Master's Degree) Regulations 2014.
- (4) Notwithstanding that provided for under the Rules and Regulations made hereunder, the implementation method of the Master's Degree that will be used by the University shall also be read concurrently with the policies, guidelines, procedures and/or other resolutions defined by the University from time to time.

2. Interpretation

In these Rules, unless the context otherwise requires an alternative meaning:

"academic programme" means a group of courses, training and research including a combination of such courses, or training and research that are planned and offered for the purpose of fulfilling the requirements for the award of a degree;

"academic programme by Research" means a programme of study as defined under subrule 3(1)(a);

“academic programme by Mixed Mode” means a programme of study as defined under subrule 3(1)(b);

“academic programme by Coursework” means a programme of study as defined under subrule 3(1)(c);

“academic programme by Clinical ” means a programme of study as defined under subrule 3(1)(d);

“Academic Session” means a duration of study of an academic programme which comprises two (2) normal semesters and a special semester where the date of commencement and date of completion is determined by the Vice-Chancellor;

“Admission Session” means a session where a candidate is admitted into a programme of study;

“Bursar” means an officer of the University as provided under section 14 of the Constitution;

“calendar of studies” means the duration of study that consists of lecture week, revision week, examination week and break in any semester where the commencement and ending dates are as prescribed by the Vice-Chancellor;

“Calendar Year” means a period of time in which the duration is twelve (12) months (January - December);

“candidate” means a person who has registered to study for any of the Master’s Degree programme of study of the University;

“citizen” means Malaysian citizens;

“CGPA” means Cumulative Grade Point Average which is determined by dividing the total grade points obtained by the number of credits taken from the first semester to the current semester;

“Committee of Examiners” means the committee established by the Senate on the recommendation of the Faculty to consider the results of examination of candidates and exercise such other powers granted to it pursuant to the provisions of these Rules or Regulations concerned;

“Constitution” means the Constitution of University of Malaya 2010 [P.U. (A) 444/2010];

“consultant” means a person who is not a teacher from any university that has the expertise in the related field of study who is appointed by the Faculty to supervise a candidate in his programme of study;

“Co-Supervisor” means a person appointed by the Faculty from among Adjunct Professors, Honorary Professors, visiting lecturers or research fellows appointed by the University and full-time teachers from another university to supervise the candidate in his programme of study;

"course" means a unit of study, training or clinical training including but not limited to lecture, tutorial, electronic learning, case study, presentation, visit, practical, computer lab, internship, conducted over a prescribed period of time, which contributes to the credit or to the learning outcome of a programme of study;

"course exemption" means an exemption from registration and pursuing a course that is offered to a candidate, based on the course content that is equivalent to the course applied for with proof of knowledge and skill of the candidate. Should the course exemption result in the credit requirement for graduation being insufficient, the candidate shall take another course to replace the said course;

"credit" means the quantitative measurements representing the volume of learning or the burden of learning to achieve specific learning outcomes;

"credit counted" means a credit obtained by a candidate for any course studied in a programme of study where the grade obtained for that particular course is included in the calculation of the GPA and CGPA;

"credit obtained" means a credit obtained by a candidate for a course studied in a programme of study for the purpose of fulfillment of a degree;

"Dean of Faculty" means the Dean of a Faculty of the University and includes any Director or Head of any Academy, Centre, School or Institute, who has been appointed under subsections 24(4) and (5) of the Constitution;

"Deputy Dean Postgraduate Studies" means Deputy Dean and includes any Deputy Director appointed by the University and is responsible for postgraduate programme matters at the Academy, Centre, School or Institute;

"Degree" means a Master's Degree of the University;

"Department" means any department of study of the Faculty and includes any division of studies of the Faculty;

"dissertation" means original research document prepared and handed in by the candidate for the award of a Master's Degree by Research and by Mixed Mode;

"examination room" means the premise for the conduct of an examination for a course or courses;

"External Examiner" means a person who is not a full-time or part-time teacher of the University appointed by the Faculty to examine a dissertation of a candidate;

"Faculty" means any Faculty of the University and this includes any School, Centre, Academy or Institute of University established under subsection 24(1) of the Constitution;

"GPA" means Grade Point Average which is determined by dividing the total grade points obtained by the total number of credits taken in a semester;

“Head of Department” means the Head of any Department of study of a Faculty including the Chairman of any division of study of any Faculty;

“Internal Examiner” means a full-time or part-time teacher of the University appointed by the Faculty to examine a course, a part of a course or dissertation of a candidate;

“Invigilator” means an invigilator and includes a chief invigilator appointed by the Vice-Chancellor from among full-time or part-time teachers of the University to invigilate an examination of an academic programme;

"Needs and requirements" means the Requirements and Special Requirements for the Master's Degree Programme of the University of Malaya to be read concurrently with the University of Malaya (Master's Degree) Rules 2019 and University of Malaya (Master's Degree) Regulations 2019.

"non-citizen" means non-Malaysians including those with permanent resident status;

“Normal Semester” means Semester I or Semester II as provided in the Calendar of Study;

"place of study" means the University including any other place approved by the University;

“Programme Coordinator” means a person appointed by the Dean of the Faculty amongst the full-time teachers of the University to coordinate any academic programme;

"Programme External Assessor / Programme External Examiner" means a person who is not a full-time or part-time teacher of the University appointed by the University for one or more academic programmes;

"Registrar" means an officer of the University as approved under section 14 of the Constitution;

“Research Report” means the outcome of research conducted by a Master's Degree programme of study by Coursework or Master's Degree by Clinical candidate during his candidature and includes research paper, project paper, project report and research outcome concerned known by whatsoever name;

“semester” means a specific duration determined by the University in an academic session which constitutes normal semesters and special semesters;

"Senate" means one of the University's Authorities established under Section 22 of the Constitution;

“Special Semester” means a semester with a shorter duration from a Normal Semester and offered after Semester II;

"supervisor" means a person appointed by the Faculty from amongst the full-time teachers of the University and an Emeritus Professor of the University to supervise a candidate in his programme of study;

"Teacher" means a person appointed as a teacher in accordance with the Constitution of the University of Malaya, and includes senior professors, professors, associate professors, fellows, assistant professors, readers, senior lecturers, lecturers, assistant lecturers and language teachers;

"term" means a specific duration fixed by the University for an academic session and may include a semester;

"transfer of credit with grade" means transfer of credits together with the grade for course(s) from the same level of qualifications (horizontal) for candidates who are still in the programme of study;

"transfer of credit without grade" means transfer of credits without grade for course(s) from a lower level of qualification (vertical) and/or from the same level of qualification (horizontal) for candidates who have completed their studies or have not completed their studies (not including a candidate who has been terminated from the programme of study) but has reached the level of competency in the course applied for;

"University" means the University of Malaya;

"Vice-Chancellor" means the chief executive officer and academic officer of the University appointed under subsection 12(1) of the Constitution;

"*viva voce*" means one of the components in the Master's Degree programme in the form of oral examination for the candidates to defend their dissertation. This component is held at the last stage of the programme of study after the candidates complete their research and submit their dissertation for the purpose of examination.

PART II **ACADEMIC PROGRAMME AND ADMISSION REQUIREMENTS**

3. Academic Programme

- (1) The academic programme shall be classified as follows:
 - (a) Master's Degree by Research, that is, an academic programme that is conducted by full-time research leading to the production of a dissertation;
 - (b) Master's Degree by Mixed Mode, that is, an academic programme that is conducted by a combination of courses and research leading to the production of a dissertation;

- (c) Master's Degree by Coursework, that is, an academic programme that is conducted fully by courses and leading to the production of a research report; and
 - (d) Master's Degree by Clinical, that is, an academic programme involving clinical expertise training and leading to the production of a research report.
- (2) Based on the mode of study of the programme as stated in the subrules above, the normal duration for a full-time study is two (2) years for programme by research and one (1) year for programme by mixed mode and coursework.

4. Admission to the University's Programme of Study

- (1) Each applicant who wishes to pursue a Master's programme of study shall meet the following general requirements:
- (a) obtain a Bachelor's Degree recognized by the Senate or other qualifications considered equivalent to a Bachelor's Degree accepted by the Senate;
 - (b) meet the minimum requirements and qualification conditions for the University's Masters as specified in Schedule 1, University of Malaya (Master's Degree) Regulations 2019;
 - (c) acknowledge receipt of the admission offer;
 - (d) verified by a Registered Medical Practitioner, University's Student Health Clinic that the applicant has a satisfactory level of health and is not suffering from any disease or any physical disability that could interfere with the study at the University; and
 - (e) pay the specified fees.
- (2) In certain circumstances, the admission of an applicant is subject to the Senate's decision with the recommendation of the Faculty concerned and fulfils subrule (1)(c), (d) and (e) above.
- (3) Admission to the programme of study usually is at the beginning of Semester I or Semester II of each academic session and the admission offer is for a specific semester and session.

5. Admission of a Mobility Programme Candidate

- (1) A Mobility Programme Candidate is a candidate from outside the university who has been approved to follow any courses or to conduct a research offered by an academic programme, whether or not for the purpose of obtaining a grade and/or credit. They are not candidates of the University's programme of study.

- (2) The admission of the Mobility Programme Candidate shall be at the discretion of the Dean of the Faculty.

PART III **REGISTRATION**

6. Registration as a Candidate

- (1) Any person who has been offered a place by the University to pursue a programme of Degree study and who accepts the said offer is required to register in accordance with the regulations under the University of Malaya (Master's Degree) Regulations 2019.
- (2) Subject to subrule (3) below, any person registered pursuant to subrule (1) above is a student of the University and shall be known as a candidate of a Degree programme of study. The name of the said candidate shall be entered into the student register of the University until such time as the candidate shall have completed his programme of study and the Senate has confirmed that the said candidate is qualified to be conferred the Degree or, for any specific reasons the candidate loses his status as a student of the University, whichever is the earlier.
- (3) Every candidate who is registered for a Degree programme of study offered to him shall register on a continuous basis with the University.
- (4) Any candidate who fails to register continuously for a duration of two (2) semesters with the University shall cease to be a student and his name shall be removed from the register of students of the University.
- (5) Notwithstanding that provided in the subrule above and subject to subrule (3) above, the Senate may at any time terminate the registration of any candidate if it deems the candidate, for academic reasons as decided by the Senate, is not able to continue his programme of study and the name of the said candidate shall be removed from the register of students of the University and the candidate shall henceforth cease to be a student of the University. The Senate's decision made in accordance with this subrule (5) is final.

PART IV **PAYMENT**

7. Fees and Other Payments

A candidate shall pay all fees and other payments as determined by the regulations under the University of Malaya (Master's Degree) Regulations 2019.

8. Right to Revise Fee Rates and Other Payments

The University has the absolute right to revise the rate of the stipulated fees and other payments without prior notice to the candidate.

9. Duration to Settle Fees and Other Payments

The candidate shall pay all fees and other payments within the duration specified by the University.

10. Failure to Settle Fees and Other Payments

Failure to settle all fees and other payments within the duration specified by the University may result in the candidate being:

- (1) prevented from obtaining the examination results for the semester;
- (2) prevented from registering for the following semester and his status as a student of the University is terminated; and/or
- (3) prevented from being conferred a degree.

PART V **DURATION OF PROGRAMME OF STUDY**

11. Duration of Programme of Study

A candidate shall pursue and complete his programme of study within the prescribed duration.

12. Minimum and Maximum Duration

- (1) The minimum and maximum duration for the Master's Degree programme of study is as determined in Schedule 1 of these Rules.
- (2) Notwithstanding anything contained in subrule (1) above, in certain circumstances, the Dean of the Faculty or any other officer as may be determined by the University may extend the duration of candidature beyond the maximum duration as prescribed in subrule (1) above provided that such extension shall not exceed three (3) semesters.

13. Suspension of a Candidate's Programme of Study

The duration of suspension of a candidate's programme of study where punishment has been imposed under the University of Malaya (Discipline of Students) Rules 1999 shall not be taken into account as part of the maximum duration of the programme of study.

PART VI
STRUCTURE OF ACADEMIC PROGRAMME

14. Structure of Programme by Research and by Mixed Mode

- (1) For an academic programme by Research, the candidate shall undertake full-time research resulting in the production of a dissertation. Notwithstanding that, a candidate may be required to attend certain courses as may be prescribed by the University or the Faculty concerned.
- (2) For an academic programme by Mixed Mode, the candidate shall be required to follow the said programme based on the structure of the academic programme and produce a dissertation as may be prescribed in the Regulations made under these Rules.
- (3) Programme External Assessors for each academic programme offered by the University shall be appointed by the relevant Deputy Vice-Chancellor on the recommendation of a Special Committee appointed by the Senate as specified in the Regulations.

15. Structure of Programme by Coursework

- (1) For an academic programme by Coursework, the candidate is required to pursue an academic programme fully comprising of courses and produce a research report.
- (2) Programme External Assessor for each academic programme offered by the University shall be appointed by the relevant Deputy Vice-Chancellor on the recommendation of a Special Committee appointed by the Senate as specified in the Regulations.

16. Structure of Programme by Clinical

- (1) For an academic programme by Clinical, the candidate is required to pursue the academic programme involving clinical expertise training and produce a research report.
- (2) Programme External Examiner for each academic programme offered by the University shall be appointed by the relevant Deputy Vice-Chancellor on the recommendation of the Faculty as specified in the Regulations.

PART VII
LANGUAGE REQUIREMENTS

17. Bahasa Malaysia Requirement

- (1) A candidate who is a Malaysian citizen shall be required, before being conferred the degree, to possess at least a:
 - (a) pass the *Bahasa Malaysia* or *Bahasa Melayu* at the *Sijil Pelajaran Malaysia* level;
 - (b) Level III in the *Sijil Bahasa Malaysia* or *Bahasa Melayu Universiti* or at an equivalent level;
 - (c) pass the *Bahasa Malaysia* or *Bahasa Melayu* course as recognised by the University; or
 - (d) pass the *Bahasa Malaysia* or *Bahasa Melayu* exemption assessment as set by the University.

- (2) A non-citizen candidate is required to attend at a satisfactory level a *Bahasa Malaysia* or *Bahasa Melayu* course conducted by the University before being conferred his degree unless he obtains at least a:
 - (a) pass the *Bahasa Malaysia* or *Bahasa Melayu* at the *Sijil Pelajaran Malaysia* level;
 - (b) Level III in the *Sijil Bahasa Malaysia* or *Bahasa Melayu Universiti* or at an equivalent level;
 - (c) pass the *Bahasa Malaysia* or *Bahasa Melayu* course as recognised by the University; or
 - (d) pass the *Bahasa Malaysia* or *Bahasa Melayu* exemption assessment as set by the University.

- (3) Notwithstanding subrules (1) and (2), the *Bahasa Malaysia* or *Bahasa Melayu* requirement may be waived for a candidate who has pursued a programme of study and has been conferred a degree from a Local and Private Institute of Higher Learning where the medium of instruction used was the national language.

18. English Language Requirement

- (1) A non-citizen applicant who intends to pursue a degree programme of study in the University and/or write his dissertation in English, and who obtained a degree from a university or an institution of higher learning where the medium of instruction is not English language for the degree concerned is required to fulfil the English language competency requirement set by the University from time to time.
- (2) An non-citizen applicant who pursues a programme of study and/or writing a dissertation in a language other than English, that is, *Bahasa Malaysia* and Arabic related to his field of research, prior to graduation is required to fulfil the English language competency requirement as set by the University from time to time as stipulated in the Schedule 1 of the University of Malaya (Master's Degree) Regulations 2019.

PART VIII **ASSESSMENT METHOD**

19. Assessment

- (1) In accordance to the University of Malaya (Master's Degree) Regulations 2019, assessment shall be conducted for the following academic programmes:
 - (a) Research;
 - (b) Mixed Mode;
 - (c) Coursework; and
 - (d) Clinical .
- (2) An assessment carried out by the University may be *via* final examination and/or continuous assessment together with other assessment methods which have been approved by the Senate upon the recommendation of the Faculty.

20. Committee of Examiners

A separate Committee of Examiners shall be formed for every examination for every academic programme.

PART IX **GRADUATION**

21. Graduation Requirements

- (1) A candidate may be awarded the relevant degree subject to the candidate:

- (a) has complied with all requirements of these Rules and any regulations made thereunder;
 - (b) has been recommended by the Committee of Examiners to be awarded the Degree and approved by the Senate; and
 - (c) has satisfied any other requirements prescribed by the Senate from time to time.
- (2) The University reserves the right to forfeit the conferment of the degree if the candidate fails to pay all fees and other payments prescribed by the University.
- (3) Notwithstanding any decision in relation to a candidate's graduation, the University reserves the right to forfeit the conferment of the degree of a candidate if the University is satisfied that it has been proven that the candidate has done the following:
- (a) falsified information to meet the requirements for graduation; or
 - (b) committed an act of academic dishonesty that in the view of the University deems that the candidate does not deserve to be awarded the degree.

PART X **GENERAL**

22. Termination of Candidature

The Senate has the right to terminate the candidature of a candidate who is found to have provided false information in connection with admission to the University or commits an act of academic dishonesty other than those stated in the University of Malaya (Discipline of Students) Rules 1999 which in the view of the Senate is inappropriate and detrimental to the image of the University.

23. Power of the Senate to Formulate Regulations

The Senate may generally make any regulations as may be necessary for the purpose of carrying out or enforcing the provisions of these rules.

24. Exemption of Application

Notwithstanding anything stated in these rules and any regulations made thereunder, the Senate may exempt the application of any provisions of these Rules.

25. Compliance with the Universities and University Colleges Act 1971, University of Malaya Constitution, Statutes, Rules and Regulations

Every candidate shall be subjected to the Universities and University Colleges Act 1971, the University of Malaya Constitution, all other Statutes, Rules and Regulations currently applicable in the University including the University of Malaya (Discipline of Students) Rules 1999.

26. Repeal

Subject to the provision in Rule 1(3), the University of Malaya (Master's Degree) Rules 2014 and the University of Malaya (Master's Degrees of the Asia-Europe Institute) Rules 2011, are hereby repealed.

Made on 27th August 2019.

YM Tengku Datuk Dr Mohd Azzman Shariffadeen Tengku Ibrahim
Chairman
University of Malaya Board of Directors

**UNIVERSITY OF MALAYA
(MASTER'S DEGREE) RULES 2019**

**SCHEDULE 1
(Rule 12)**

MINIMUM AND MAXIMUM DURATION

1. Duration of Study of Master's Degree by Research

Minimum duration : 2 semesters
Maximum duration : 8 semesters

2. Duration of Study of Master's Degree by Mixed Mode

Minimum duration : 3 or 4 semesters
Maximum duration : 8 or 9 semesters

3. Duration of Study of Master's Degree by Coursework

Minimum duration : 2 or 3 semesters
Maximum duration : 8 or 9 semesters

4. Duration of Study of Master's Degree by Clinical

Minimum duration : 4 years
Maximum duration : 7 years

Note: The minimum and maximum duration of a programme of study according to the mode of study may vary from that stated above and is subject to the approval by the Ministry of Education Malaysia.