

CHECKLIST FORM

UNIVERSITI MALAYA POST-DOCTORAL RESEARCH FELLOWSHIP SCHEME

Name (Applicant): _____

Name (Principle Investigator/Supervisor): _____

Department & Faculty: _____

Appointment Provision: Please tick (√) and specify where applicable.

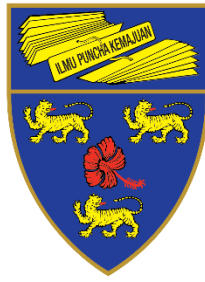
Research Grant Fund (Please Specify)		Others: (Please Specify)	
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Please tick (√) where applicable and ensure all documents are submitted in **one** (1) set (original) and **one** (1) set (photocopy)

	Candidate	Office
1. Completed and signed application forms		
2. One (1) copy of passport-sized photograph with a blue background		
3. Curriculum Vitae		
4. Copies of academic qualifications		
a) PhD degree / Senate Letter		
b) Master's degree		
c) Bachelor's degree		
d) TOEFL / IELTS certified		
* Each copy of the academic qualifications <u>MUST BE CERTIFIED TRUE AS PER THE ORIGINAL</u> and any document in a foreign language <u>MUST BE TRANSLATED INTO THE ENGLISH LANGUAGE.</u>		
5. Other relevant certificates. Please state:.....		
6. Description of PhD thesis/dissertation		
7. First page of publications * First page of the publication should be attach together.		
8. Referee's Report		
a) Referee Report 1		
b) Referee Report 2		
* Please ensure to submit together with the application		

Note:

1. Please include this checklist together with your application.
2. It is the responsibility of the applicant to update any documents necessary.
3. **Incomplete application will not be processed.**



UNIVERSITI MALAYA

POST - DOCTORAL RESEARCH FELLOWSHIP SCHEME

APPLICATION FORM For UM Post-Doctoral Research Fellow (PDRF)

INSTRUCTIONS:

The applicant should:

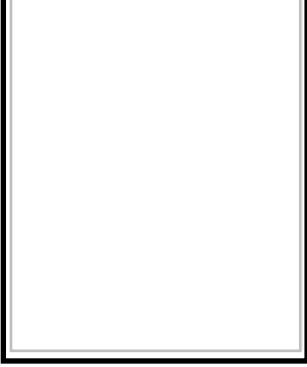
- Identify the Principle Investigator (PI) / Supervisor and:
 - Submit the application in **two (2)** hardcopies [one (1) original and one (1) photocopy] together with the curriculum vitae, checklist, and all relevant documents to:

**Human Talent Management Division
Registrar's Department
Level 6, Chancellery Building
Universiti Malaya
50603 Kuala Lumpur,
MALAYSIA**

- Please ensure the checklist are together with application form.
- Email the softcopy of the completed application form, curriculum vitae, checklist, and all relevant documents (PDF) in one (1) file to postdoc_recruitment@um.edu.my.
- Each copy of the academic qualifications **MUST BE CERTIFIED TRUE AS PER THE ORIGINAL** and any document in a foreign language **MUST BE TRANSLATED INTO THE ENGLISH LANGUAGE**.
- Please submit immediately a letter of confirmation from the respective University on the conferment of the PhD degree.
- It is the responsibility of the applicant to update any documents necessary.
- **Incomplete application will NOT BE PROCESSED.**
- If your application is successful, **FOREIGN APPLICANTS ARE NOT TO ASSUME DUTY UNTIL BEING NOTIFIED THAT THE VISA AND EMPLOYMENT PASS APPLICATION HAS BEEN APPROVED BY THE IMMIGRATION AUTHORITIES IN MALAYSIA.**

SECTION A (COMPULSORY TO BE COMPLETED BY THE APPLICANT)

PART I: PERSONAL PARTICULARS

<p>Please place your photo here</p>  <p>Passport - sized photograph with a blue background.</p>	1. Full Name: (Please use CAPITAL LETTERS and underline your family name.)	
	2. Nationality:	
	3. IC No:	
	4. Details of Passport:	Date & Place of Issue:
		Date of Expiry:
	5. Date of Birth:	6. Place of Birth:
	7. Age:	8. Religion:
	9. Sex (Male / Female):	10. Marital Status (Single / Married):
	11. Correspondence Address:	
	12. Telephone No:	Office:
13. Email Address:		

PART II: ACADEMIC QUALIFICATIONS (Please attach a certified true copy of the certificates)

No.	Name of Certificate	Field	Name of Institution	Grade/Class/CGPA & Year
1.				
2.				
3.				
4.				

Title of Thesis/Dissertation for PhD (Please attach the description of the Thesis/Dissertation) Research Area

Membership of Professional Institutions or Societies (up to 5) (Please attach a certified true copy of the certificates)

Membership	Name of Award	Date of Award
1.		
2.		
3.		
4.		
5.		

Scholarship/awards obtained (up to 5) (Please indicate and enclose documentary evidence, if any)

1.

2.

3.

4.

5.

DECLARATION OF SPONSORSHIP

Are you bonded with your sponsor? * YES/NO

Yes

No

PART III: ACADEMIC TRACK RECORD (List in chronological order)

Research Publications (Please attach the first page of listed publications)

List up to 10 of your most significant research publications and MUST be a main author for at least 3 publications. For 5 of these publications, provide a statement describing their significance and your contribution (up to 350 characters). Research publications may include (but not limited to):

- (i) Peer-reviewed publications
- (ii) Books
- (iii) Book Chapters
- (iv) policy papers/guideline

Publications should be in chronological order with the most recent first. Please give citation in full, including title of paper and all authors unless more than 10. Please use "et al" if number of authors more than 10. Bold and underline your name to indicate your authorship. Please follow the **APA 6th Referencing and Citation Styles**.

1. Publication: ISI SCOPUS NON-ISI

Contribution:

2. Publication: ISI SCOPUS NON-ISI

Contribution:

3. Publication: ISI SCOPUS NON-ISI

Contribution:

4. Publication: ISI SCOPUS NON-ISI

Contribution:

5. Publication: ISI SCOPUS NON-ISI

Contribution:

6. Publication: ISI SCOPUS NON-ISI

Contribution:

7. Publication: ISI SCOPUS NON-ISI

Contribution:

8. Publication: ISI SCOPUS NON-ISI

Contribution:

9. Publication: ISI SCOPUS NON-ISI

Contribution:

10. Publication: ISI SCOPUS NON-ISI

Contribution:

PART IV: EMPLOYMENT / WORKING EXPERIENCE

Company & Address	Job Description	Duration	Year

REFEREES: Name TWO (2) persons. Your referees should be able to comment on your academic standing, professional competence, and research ability. One of them **MUST** be your supervisor for your higher degree thesis/ dissertation or your current or recent employer. **(Please forward to your referees the attached Referee's Report form. The completed forms should be returned direct to us by your referees. It is your responsibility to advise the referees on the deadline for the submission of the reports. The deadline is within 2 weeks after submitting the application. Please submit the referee form via email postdoc_recruitment@um.edu.my)**

Name	Appointment	Address
1.		
2.		

Any other relevant information (if any):

PART V: NEXT OF KIN

Name	Relationship	Nationality	Occupation	Present Address and Telephone No.

PART VI: OTHER INFORMATION

List of countries in which you have resided during the past five years

From	To	Address	Country

PART VII: SUPERVISOR/PROJECT PRINCIPAL INVESTIGATOR INFORMATION

Name of Supervisor /Principle Investigator (PI) for PDRF program:

Department:

Faculty:

Research Team: *(Please choose one)* Centre of Research: Research Group: Research Programme:

List of Group Members and Faculty:

PART VIII: RESEARCH GRANT INFORMATION (external grant(s) only. FRGS grants are NOT considered.)

For Office Use Only

Grant Number	Start Date	End Date	Balance
1.			
2.			
3.			
4.			

PART IX: PLACEMENT OF CANDIDATE (Please choose one) Research centre: Research laboratory: Faculty/Department:

PART X: RESEARCH PROPOSAL

Research Title:

Type of Research:

Subject categories:

Research Clusters/Areas:

Others, please specify:

Research Objectives:

Lay summary of Research Project (not more than 5000 characters with space)

Please provide a summary of your project that people who may not be familiar with the subject can understand. The description of your project may be published on the website if your application is successful.

PART XI : CANDIDATE SCOPE OF WORK

Milestone	Date of completion
1.	
2.	
3.	
4.	
5.	
6.	

Deliverables:

- Two (2) Q1 or Q2 publications
- Other deliverables:

Detail Gantt Chart (Please attached if the following column is not sufficient)



PART XII APPLICANT EXPECTATION & DECLARATION

CANDIDATE EXPECTATIONS AS POST DOCTORAL RESEARCH FELLOW (PDRF) TO BE OBTAINED AT UNIVERSITI MALAYA:

APPLICANT DECLARATION:

I hereby confirmed that all information specified in this application are correct and true. All copies of certificates and letters of recommendation in support of this application are certified as requested.

I hereby confirmed that I did not have any familial relationship includes immediate family members who are related by blood or marriage with the Principal Investigator / research teams.

I agree that the Universiti Malaya has the right to reject this application or cancel the offer at any time if the information given is found to be untrue.

I agree that the Universiti Malaya has the right to reject this application without giving any reasons.

Name:

Date:

Signature:

PART XIII SUPERVISOR/PRINCIPAL INVESTIGATOR COMMENT

SUPERVISOR/PRINCIPAL INVESTIGATOR DECLARATION:

I hereby confirmed that all information specified in this application are correct and true. All copies of certificates and letters of recommendation in support of this application are certified as requested.

I hereby confirmed that I did not have any familial relationship includes immediate family members who are related by blood or marriage with the applicant.

I agree that the Universiti Malaya has the right to reject this application or cancel the offer at any time if the information given is found to be untrue.

I agree that the Universiti Malaya has the right to reject this application without giving any reasons.

Name:

Signature:

Date: