



# PUSAT PENGAJIAN ILMU KEMANUSIAAN School of Humanities



**BUKU PANDUAN PELAJAR  
PENGAJIAN SISWAZAH**  
*STUDENT HANDBOOK POSTGRADUATE STUDIES*

**SIDANG AKADEMIK  
ACADEMIC SESSION  
2022/2023**

Pusat Pengajian Ilmu Kemanusiaan  
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Buku panduan ini khusus untuk kegunaan pelajar pengajian siswazah. Pihak universiti dan pusat pengajian berhak membuat apa-apa perubahan yang terkandung dalam buku panduan ini tanpa sebarang notis.

This handbook is meant for new students of postgraduate studies. The university and school have the right to change the content without prior notice.

# **Buku Panduan Pelajar**

*Pengajian Siswazah (Program Mod Campuran)*

# **Student Handbook**

*Postgraduate Studies (Mixed-mode Programme)*

**2022/2023**



**PUSAT PENGAJIAN ILMU KEMANUSIAAN**  
*School of Humanities*

**UNIVERSITI SAINS MALAYSIA**

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	1.2 Keperluan Pengijazahan / <i>Graduation Requirement</i>	
	1.3 Penawaran Kursus / <i>Course Offering</i>	
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	2.2 Keperluan Pengijazahan / <i>Graduation Requirement</i>	
	2.3 Penawaran Kursus / <i>Course Offering</i>	
	2.4 Sinopsis Kursus / <i>Synopses of Courses</i>	
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	3.1 Pengenalan / <i>Introduction</i>	
	3.2 Keperluan Pengijazahan / <i>Graduation Requirement</i>	
	3.3 Penawaran Kursus / <i>Course Offering</i>	
	3.4 Sinopsis Kursus / <i>Synopses of Courses</i>	
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## KALENDAR AKADEMIK - SIDANG AKADEMIK 2022/2023

**Nota:**

- Pendaftaran pelajar baharu mod kerja kursus/campuran/pembelajaran maya boleh dilakukan secara atas talian bermula 1 September 2022 hingga 7 Oktober 2022.
- Pendaftaran pelajar baharu mod penyelidikan boleh dilakukan pada bila-bila masa

SEM	MINGGU	AKTIVITI	TARIKH	CATATAN
SUA	1	(P&P 7 Minggu)	Isnin, 17.10.2022 - Ahad, 23.10.2022	
	2		Isnin, 24.10.2022 - Ahad, 30.10.2022	24.10.2022, Isnin - Hari Deepavali**
	3		Isnin, 31.10.2022 - Ahad, 06.11.2022	
	4		Isnin, 07.11.2022 - Ahad, 13.11.2022	11, 12 & 13.11.2022, Jumaat, Sabtu & Ahad - Hari Keputeraan Sultan Kelantan (Kelantan)
	5		Isnin, 14.11.2022 - Ahad, 20.11.2022	
	6		Isnin, 21.11.2022 - Ahad, 27.11.2022	
	7		Isnin, 28.11.2022 - Ahad, 04.12.2022	
	8	Cuti Pertengahan Semester (1 Minggu)	Isnin, 05.12.2022 - Ahad, 11.12.2022	
	9	(P&P 7 Minggu)	Isnin, 12.11.2022 - Ahad, 18.12.2022	
	10		Isnin, 19.12.2022 - Ahad, 25.12.2022	25.12.2022, Ahad - Hari Krismas
	11		Isnin, 26.12.2022 - Ahad, 01.01.2023	26.12.2022, Isnin - Hari Krismas (cuti ganti) 01 & 02.01.2023, Ahad & Isnin - Tahun Baharu 2023
	12		Isnin, 02.01.2023 - Ahad, 08.01.2023	
	13		Isnin, 09.01.2023 - Ahad, 15.01.2023	
	14		Isnin, 16.01.2023 - Ahad, 22.01.2023	22.01.2023, Ahad - Tahun Baharu Cina
	15		Isnin, 23.01.2023 - Ahad, 29.01.2023	23 & 24.01.2023, Isnin & Selasa - Tahun Baharu Cina
	16	Minggu Ulang Kaji (1 Minggu)	Isnin, 30.01.2023 - Ahad, 05.02.2023	04.02.2023, Sabtu - Hari Thaipusam**
	17	Peperiksaan (3 Minggu)	Isnin, 06.02.2023 - Ahad, 12.02.2023	
	18		Isnin, 13.02.2023 - Ahad, 19.02.2023	
	19		Isnin, 20.02.2023 - Ahad, 26.02.2023	
	20	Cuti Antara Semester/ Lathan Industri (4 Minggu)	Isnin, 27.02.2023 - Ahad, 05.03.2023	01.03.2023, Rabu - 21.03.2023, Selasa - Kursus Intensif PPJJ
	21		Isnin, 06.03.2023 - Ahad, 12.03.2023	
	22		Isnin, 13.03.2023 - Ahad, 19.03.2023	
	23		Isnin, 20.03.2023 - Ahad, 26.03.2023	23.03.2023, Khamis - Awal Ramadhan
DUA	24/1	(P&P - 7 Minggu)	Isnin, 27.03.2023 - Ahad, 02.04.2023	
	25/2		Isnin, 03.04.2023 - Ahad, 09.04.2023	08.04.2023, Sabtu - Nuzul Al-Quran
	26/3		Isnin, 10.04.2023 - Ahad, 16.04.2023	
	27/4		Isnin, 17.04.2023 - Ahad, 23.04.2023	22 & 23.04.2023, Sabtu & Ahad - Hari Raya Aidilfitri**
	28/5		Isnin, 24.04.2023 - Ahad, 30.04.2023	24.04.2023, Isnin - Hari Raya Aidilfitri**
	29/6		Isnin, 01.05.2023 - Ahad, 07.05.2023	01.05.2023, Isnin - Hari Pekerja 04.05.2023, Khamis - Hari Wesak
	30/7		Isnin, 08.05.2023 - Ahad, 14.05.2023	
	31/8	Cuti Pertengahan Semester (1 Minggu)	Isnin, 15.05.2023 - Ahad, 21.05.2023	
	32/9	(P&P - 7 Minggu)	Isnin, 22.05.2023 - Ahad, 28.05.2023	
	33/10		Isnin, 29.05.2023 - Ahad, 04.06.2023	30 & 31.05.2023, Selasa & Rabu - Pesta Kaamatan (Sabah) 01 & 02.06.2023, Rabu & Khamis - Hari Gawai (Sarawak)
	34/11		Isnin, 05.06.2023 - Ahad, 11.06.2023	05.06.2023, Isnin - Hari Keputeraan YDP Agong
	35/12		Isnin, 12.06.2023 - Ahad, 18.06.2023	
	36/13		Isnin, 19.06.2023 - Ahad, 25.06.2023	
	37/14		Isnin, 26.06.2023 - Ahad, 02.07.2023	28 & 29.06.2023, Rabu & Khamis - Hari Raya Haji**
	38/15		Isnin, 03.07.2023 - Ahad, 09.07.2023	07.07.2023, Jumaat - Hari Bandar Warisan Dunia Georgetown 08.07.2023, Sabtu - Hari Jadi Yang di-Pertua Negeri Pulau Pinang
	39/16	Minggu Ulang Kaji (1 Minggu)	Isnin, 10.07.2023 - Ahad, 16.07.2023	
	40/17	***Peperiksaan (2 Minggu)	Isnin, 17.07.2023 - Ahad, 23.07.2023	19.07.2023, Rabu - Awal Muharram
41/18	Peperiksaan (3 Minggu)		Isnin, 24.07.2023 - Ahad, 30.07.2023	
42/19	Isnin, 31.07.2023 - Ahad, 06.08.2023			
43/20	Cuti Panjang / Latihan Industri (10/11 Minggu)	Isnin, 07.08.2023 - Ahad, 13.08.2023		
44/21		Isnin, 14.08.2023 - Ahad, 20.08.2023		
45/22		Isnin, 21.08.2023 - Ahad, 27.08.2023		
46/23		Isnin, 28.08.2023 - Ahad, 03.09.2023	31.08.2023, Rabu - Hari Kebangsaan	
47/24		*P&P	Isnin, 04.09.2023 - Ahad, 10.09.2023	
48/25		Isnin, 11.09.2023 - Ahad, 17.09.2023	16.09.2023, Jumaat - Hari Malaysia	
49/26		Peperiksaan	Isnin, 18.09.2023 - Ahad, 24.09.2023	
50/27		Isnin, 25.09.2023 - Ahad, 01.10.2023	27.09.2023, Rabu - Maulidur Rasul	
51/28		Isnin, 02.10.2023 - Ahad, 08.10.2023		
52/29		Isnin, 09.10.2023 - Ahad, 15.10.2023		

\*\*Kalendar Akademik adalah tertakluk kepada pindaan (sekiranya ada)

## ACADEMIC CALENDAR - ACADEMIC SESSION 2022/2023

**Note:**

- i. New Coursework/Mixed/Online mode students' registration can be completed via online process from 1 September 2022 until 7 October 2022.
- ii. New Research mode students' registration can be completed anytime

SEM	WEEK	ACTIVITY	DATE	REMARKS	
ONE	1	Teaching & Learning (T&L 7 Weeks)	Monday, 17.10.2022 - Sunday, 23.10.2022		
	2		Monday, 24.10.2022 - Sunday, 30.10.2022	24.10.2022, Monday - Deepavali**	
	3		Monday, 31.10.2022 - Sunday, 06.11.2022		
	4		Monday, 07.11.2022 - Sunday, 13.11.2022	11, 12 & 13.11.2022, Friday, Saturday & Sunday - Sultan of Kelantan's Birthday (Kelantan)	
	5		Monday, 14.11.2022 - Sunday, 20.11.2022		
	6		Monday, 21.11.2022 - Sunday, 27.11.2022		
	7		Monday, 28.11.2022 - Sunday, 04.12.2022		
	8	Mid Semester Break (1 Week)	Monday, 05.12.2022 - Sunday, 11.12.2022		
	9	Teaching & Learning (T&L 7 Weeks)	Monday, 12.11.2022 - Sunday, 18.12.2022		
	10		Monday, 19.12.2022 - Sunday, 25.12.2022	25.12.2022, Sunday - Christmas	
	11		Monday, 26.12.2022 - Sunday, 01.01.2023	26.12.2022, Monday - Christmas 01 & 02.01.2023, Sunday & Monday - New Year of 2023	
	12		Monday, 02.01.2023 - Sunday, 08.01.2023		
	13		Monday, 09.01.2023 - Sunday, 15.01.2023		
	14		Monday, 16.01.2023 - Sunday, 22.01.2023	22.01.2023, Sunday - Chinese New Year	
	15		Monday, 23.01.2023 - Sunday, 29.01.2023	23 & 24.01.2023, Monday & Tuesday - Chinese New Year	
	16	Revision Week (1 Week)	Monday, 30.01.2023 - Sunday, 05.02.2023	04.02.2023, Saturday - Thaipusam**	
	17	Examination (3 Weeks)	Monday, 06.02.2023 - Sunday, 12.02.2023		
	18		Monday, 13.02.2023 - Sunday, 19.02.2023		
	19		Monday, 20.02.2023 - Sunday, 26.02.2023		
	20	Mid Semester Break / Industrial Training (4 Weeks)	Monday, 27.02.2023 - Sunday, 05.03.2023	01.03.2023, Wednesday - 21.03.2023, Tuesday - PPJJ Intensive Course	
	21		Monday, 06.03.2023 - Sunday, 12.03.2023		
	22		Monday, 13.03.2023 - Sunday, 19.03.2023		
	23		Monday, 20.03.2023 - Sunday, 26.03.2023	23.03.2023, Thursday - Ramadhan	
TWO	24/1	Teaching & Learning (T&L 7 Weeks)	Monday, 27.03.2023 - Sunday, 02.04.2023		
	25/2		Monday, 03.04.2023 - Sunday, 09.04.2023	08.04.2023, Saturday - Nuzul Al-Quran	
	26/3		Monday, 10.04.2023 - Sunday, 16.04.2023		
	27/4		Monday, 17.04.2023 - Sunday, 23.04.2023	22 & 23.04.2023, Saturday & Sunday - Eid-ul fitr**	
	28/5		Monday, 24.04.2023 - Sunday, 30.04.2023	24.04.2023, Monday - Eid-ul fitr**	
	29/6		Monday, 01.05.2023 - Sunday, 07.05.2023	01.05.2023, Monday - Labour Day 04.05.2023, Thursday - Wesak Day	
	30/7		Monday, 08.05.2023 - Sunday, 14.05.2023		
	31/8	Mid Semester Break (1 Week)	Monday, 15.05.2023 - Sunday, 21.05.2023		
	32/9	Teaching & Learning (T&L 7 Weeks)	Monday, 22.05.2023 - Sunday, 28.05.2023		
	33/10		Monday, 29.05.2023 - Sunday, 04.06.2023	30 & 31.05.2023, Tuesday & Wednesday - Pesta Kaamatan (Sabah) 01 & 02.06.2023, Wednesday & Thursday - Hari Gawai (Sarawak)	
	34/11		Monday, 05.06.2023 - Sunday, 11.06.2023	05.06.2023, Monday - Agong's Birthday	
	35/12		Monday, 12.06.2023 - Sunday, 18.06.2023		
	36/13		Monday, 19.06.2023 - Sunday, 25.06.2023		
	37/14		Monday, 26.06.2023 - Sunday, 02.07.2023	28 & 29.06.2023, Wednesday & Thursday - Eid-ul adha**	
	38/15		Monday, 03.07.2023 - Sunday, 09.07.2023	07.07.2023, Friday - Penang Heritage 08.07.2023, Saturday - Penang Governor's Birthday	
	39/16	Revision Week (1 Week)	Monday, 10.07.2023 - Sunday, 16.07.2023		
	40/17	***Examination (2 Weeks)	Examination (3 Weeks)	Monday, 17.07.2023 - Sunday, 23.07.2023	19.07.2023, Wednesday - Awal Muharram
41/18	Monday, 24.07.2023 - Sunday, 30.07.2023				
42/19	Monday, 31.07.2023 - Sunday, 06.08.2023				
*KSCP / LONG SEMESTER BREAK	43/20	Long Semester Break / Industrial Training (10/11 Weeks)	Monday, 07.08.2023 - Sunday, 13.08.2023		
	44/21		Monday, 14.08.2023 - Sunday, 20.08.2023		
	45/22		Monday, 21.08.2023 - Sunday, 27.08.2023		
	46/23		Monday, 28.08.2023 - Sunday, 03.09.2023	31.08.2023, Wednesday - National Day	
	47/24		*T&L	Monday, 04.09.2023 - Sunday, 10.09.2023	
	48/25		Monday, 11.09.2023 - Sunday, 17.09.2023	16.09.2023, Friday - Malaysia Day	
	49/26		Examination	Monday, 18.09.2023 - Sunday, 24.09.2023	
	50/27		Monday, 25.09.2023 - Sunday, 01.10.2023	27.09.2023, Wednesday - Prophet Muhammad's Birthday	
	51/28		Monday, 02.10.2023 - Sunday, 08.10.2023		
	52/29		Monday, 09.10.2023 - Sunday, 15.10.2023		

\*\*This Academic Calendar is subject to change

PEGAWAI PENTADBIRAN UTAMA PUSAT PENGAJIAN



Profesor Madya Dr. Jasni Sulong  
Dekan



Profesor Madya Dr. Muhamad Hasrul Zakariah  
Timbalan Dekan  
(Akademik, Kerjaya & Antarabangsa)



Dr. Asyirah Abdul Rahim  
Timbalan Dekan  
(Penyelidikan, Inovasi & Libatsama  
Komuniti - Industri)



Encik Khairul Aswad Abd Aziz  
Ketua Penolong Pendaftar



Puan Bazilah Mohamad Zaki  
Penolong Pendaftar Kanan





## PENGERUSI-PENGERUSI RANCANGAN PUSAT PENGAJIAN



Profesor Madya Dr. Anisah Lee Abdullah  
Bahagian Geografi



Dr. Norsofiah Abu Bakar  
Bahagian Bahasa Melayu



Dr. Azmi Arifin  
Bahagian Sejarah



Dr. Mohammad Amir Wan Harun  
Bahagian Pengajian Islam



Profesor Madya Dr. Idris Mansor  
Bahagian Terjemahan & Interpretasi



Profesor Madya Dr. Mohamad Rashidi  
Mohd Pakri  
Bahagian Bahasa Inggeris



Dr. Mohd Syahmir Alias  
Bahagian Falsafah dan Tamadun



Dr. Rosnidar Ain  
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CS : Cuti Sabatikal  
CTG : Cuti Tanpa Gaji  
CB : Cuti Belajar  
FSRS : Flexible Scheme for Retired Scholars

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# **PENGAJIAN SISWAZAH MELALUI MOD CAMPURAN**

*MASTER DEGREE BY MIXED-MODE*





**PROGRAM SARJANA MELALUI MOD-CAMPURAN**  
*MASTER DEGREE BY MIXED-MODE PROGRAMME*

**PENGENALAN/INTRODUCTION**

Bermula pada Sidang Akademik 2022/2023 Pusat Pengajian Ilmu Kemanusiaan, Universiti Sains Malaysia menawarkan lima (5) program Sarjana melalui mod campuran (kerja kursus dan penyelidikan):

*Beginning for 2022/2023 Academic Session School of Humanities, Universiti Sains Malaysia offers five (5) postgraduate programmes at Masters level by mixed-mode (coursework and research):*

<b>Bil</b>	<b>Program Pengajian</b> <i>Programme of Studies</i>	<b>Keperluan Jam Kredit</b> <i>Required Credit Hours</i>	<b>Mod Pengajian</b> <i>Mode of Studies</i>
1.	Sarjana Sastera (Kesusasteraan) <i>Master of Arts (Literature)</i>	40	Penuh masa dan Sambilan <i>Full-time and part-time</i>
2.	Sarjana Sastera (Sejarah Asia Tenggara) <i>Master of Arts (Southeast Asian History)</i>	40	Penuh masa dan Sambilan <i>Full-time and part-time</i>
3.	Sarjana Sastera (Hadith) <i>Master of Arts (Hadith)</i>	44	Penuh masa dan Sambilan <i>Full-time and part-time</i>
4.	Sarjana Sastera (Linguistik dan Pengajian Bahasa Inggeris) <i>Master of Arts (Linguistics and English Language Studies)</i>	40	Penuh masa dan Sambilan <i>Full-time and part-time</i>
5.	Sarjana Sains (Bandar dan Komuniti Lestari) <i>Master of Science (Sustainable Cities And Communities)</i>	40	Penuh masa dan Sambilan <i>Full-time and part-time</i>

Rancangan Sarjana melalui mod campuran ialah rancangan yang terdiri daripada beberapa kursus teras dan satu disertasi.

*The Master degree programme by mixed-mode is a programme that comprises core courses and dissertation.*

*Tempoh Pencalonan/Duration of Candidature*

<i>Jenis Pencalonan /Type of Candidature</i>	<i>Minimum/Minimum</i>	<i>Maksimum/Maximum</i>
<i>Penuh Masa /Full-Time</i>	<i>1 tahun (2 semester) 1 year (2 semesters)</i>	<i>2 tahun (4 semester) 2 year (4 semesters)</i>
<i>Sambilan /Part-Time</i>	<i>2 tahun (4 semester) 2 year (4 semesters)</i>	<i>4 tahun (8 semester) 4 year (8 semesters)</i>

## **DISERTASI/DISSERTATION**

Calon Program Mod Campuran dikehendaki mengambil dan lulus kursus disertasi. Calon perlu menghasilkan satu disertasi yang panjangnya lebih kurang dalam **25,000** patah perkataan untuk disertasi 60/40 dan 50/50 dan **30, 000** patah perkataan untuk disertasi 70/30. Calon dinasihatkan agar mengenal pasti tajuk dan berbincang dengan Penyelia dengan lebih awal (1 semester) sebelum mendaftar kursus disertasi.

Kursus disertasi didaftarkan selepas tempoh satu (1) semester bagi pelajar penuh masa dan selepas tempoh dua (2) semester bagi pelajar sambilan. Calon yang mempunyai keputusan yang baik dan bercadang untuk menyelesaikan program pengajian dalam masa minimum pencalonan, dinasihatkan supaya berjumpa dengan Pengerusi Rancangan masing-masing.

Disertasi hendaklah dilaksanakan dalam tempoh masa yang ditetapkan. Tempoh rasmi untuk menyiapkan disertasi (pembentangan proposal, menulis disertasi, menyerahkan disertasi, menduduki viva dan pembetulan) ialah satu (1) semester bagi pelajar penuh masa dan dua (2) semester bagi pelajar sambilan.

Pelajar yang mengulang disertasi hendaklah membuat disertasi dengan tajuk baru di bawah penyelia yang baru.

Pelajar mesti melengkapkan dan lulus kursus-kursus teras pada semester pertama dan mencapai **PNGK sekurang-kurangnya 3.00** sebagai prasyarat untuk mendaftar disertasi.

*Candidates for mixed-mode programme are required to submit and pass a dissertation. Candidates are required to produce a dissertation of 25,000 words for 60/40 and 50/50 programme or 30,000 words for 30/70 programme. Candidates are advised to identify their research topics and discuss with their supervisors in advance (1 semester) before registering for the dissertation.*

*Full-time students may register for the dissertation after a duration of one semester while part-time students may register for the dissertation after two semesters. Candidates who possess good results and plan to complete their programme of studies within the minimum period of candidature must consult their respective programme's chairperson.*

*Dissertations must be completed within a stipulated period of time. Full-time candidates must complete the dissertation in one semester and part-time candidates have two semesters to complete the dissertation (including presenting the proposal, writing up of the dissertation, submitting the dissertation, attending the viva and doing corrections).*

*Students who repeat the dissertation must work on a new research topic under a new supervisor.*

*Students must complete and pass the core courses in the first semester and achieve a CGPA of at least 3.00 as a prerequisite to register for the dissertation.*

## **SYARAT-SYARAT PENGIJAZAHAN/GRADUATION REQUIREMENTS**

1. Calon mesti mengambil lima/enam kursus MA/MSc dan disertasi. Calon mesti lulus kursus-kursus yang diambil dengan mengumpul unit sebanyak 40 / 44 unit termasuk disertasi.
2. Gred minimum untuk lulus sesuatu kursus ialah **C+**. Walau bagaimanapun calon mesti memperoleh **Purata Nilai Gred Komulatif (PNGK) 3.00** ke atas bagi tujuan pengijazahan.
3. Calon-calon yang diminta untuk mengambil kursus-kursus prasyarat mesti lulus dengan gred minimum **C+**.

\* Sila rujuk buku panduan mod campuran oleh Institut Pengajian Siswazah untuk perincian peraturan.

1. *Candidates must fulfill the MA/MSc by coursework and dissertation requirement of 40/44 units by passing all the 5/6 courses and the dissertation component.*
2. *The minimum grade for passing a course is C+. However, candidates have to obtain a Cumulative Grade Point Average (CGPA) of 3.00 and above for graduation.*
3. *Candidates who are required to take prerequisite courses must pass these courses with a minimum of C+.*

\* *Please refer to the mixed-mode handbook by Institute of Postgraduates Studies for rules and regulations.*

## **PENDAFTARAN KURSUS/REGISTRATION FOR COURSES**

Pendaftaran kursus bagi dan mod campuran dijalankan secara dalam talian. Semua pelajar diwajibkan mendaftar kursus untuk semester berkenaan. Arahan-arahan pentadbiran akan dikeluarkan untuk tujuan ini.

Jumlah minimum dan maksimum unit kursus yang boleh didaftar adalah seperti berikut:-

Pelajar penuh masa hendaklah mendaftar dan mengambil peperiksaan **minimum dua (2) kursus**, manakala pelajar sambilan hendaklah mendaftar dan mengambil peperiksaan untuk **minimum satu (1) kursus** pada setiap semester kecuali bagi kes projek disertasi atau kes mengulang.

*Course registration for mixed-mode students can be performed online. Students must register for the selected courses each semester. Instructions on course registration will be communicated to students by the administration from time to time.*

The minimum and maximum units that can be taken are as follows:-

Full-time students must register for courses and sit for examinations for a **minimum of two (2) courses**, while part-time students must register and sit for examinations for a **minimum of one (1) course** each semester except in the case of projects/ dissertation writing or if repeating courses.

### **PENDAFTARAN KURSUS PRASYARAT/REGISTRATION FOR PREREQUISITE COURSES**

Calon yang memohon program Sarjana/Doktor Falsafah di luar bidang dan tidak mempunyai latarbelakang bidang pengajian/pengalaman bekerja dalam bidang berkaitan wajib menduduki satu (1) kursus prasyarat dari kursus program Ijazah Sarjana Muda. Kursus prasyarat yang diambil perlu lulus minimum gred C+.

*Candidates who apply for a Master's/Doctor of Philosophy programme outside the field and do not have a background in the field of study/work experience in a related field must take one (1) prerequisite course from the bachelor's degree programme course. Prerequisite courses taken must pass a minimum grade of C+.*

### **PENAMBAHAN/PENGGUGURAN KURSUS/ADDING OR DROPPING COURSES**

Penambahan/pengguguran kursus tidak dibenarkan sehingga selepas selesai aktiviti pendaftaran kursus. Penambahan/pengguguran kursus hanya dibenarkan selepas mendapat sokongan Pensyarah dan kelulusan daripada Dekan/Timbangan Dekan (Akademik, Pelajar & Antarabangsa) pusat pengajian atas alasan-alasan yang munasabah.

Pelajar yang mengugurkan kursus sehingga minggu ke-2 boleh menuntut dikembalikan yuran pengajian. Bagaimanapun, pengguguran kursus masih dibenarkan selepas minggu ke-6 tanpa sebarang pengembalian balik yuran. Selepas minggu ke-6, pelajar tidak dibenarkan mengugurkan sebarang kursus.

Bermula minggu ke-4, penambahan/pengguguran mata pelajaran perlu disahkan oleh Timbalan Naib Canselor Akademik dan Antarabangsa.

- Penambahan/pengguguran kursus boleh dibuat melalui:  
<https://form.jotform.com/ipsusm/add-drop-courses>

*Adding or dropping of courses is not allowed until after the registration period. Students who wish to add or drop courses must obtain permission from the lecturer concerned and the Dean or Deputy Dean (Academic, Student & International) of the School. Adding or dropping of courses will only be allowed if the student has valid reasons.*



*Students who drop courses before week 2 of the semester may request for a refund in fees. Dropping of courses is allowed up till week 6 without any refund. After week 6, students are not allowed to drop any courses.*

*Starting week 4, adding/dropping of subjects has to be endorsed by Deputy Vice-Chancellors Academic and International.*

- *Adding/dropping courses can be done through:*  
<https://form.jotform.com/ipsusm/add-drop-courses>

## **PENANGGUHAN PENGAJIAN/POSTPONEMENT OF STUDIES**

- i. Seseorang pelajar yang mengikuti pengajian melalui mod kerja kursus atau mod campuran, dan ingin memohon penangguhan pengajian hendaklah telah terlebih dahulu mendaftarkan diri dan mengikuti pengajian sekurang-kurangnya untuk tempoh satu (1) semester melainkan atas alasan perubatan atau hal-hal peribadi yang terdesak.
- ii. Pelajar penuh masa dan pelajar sambilan boleh menangguhkan pengajian bagi tempoh maksimum dua (2) semester sepanjang tempoh pengajiannya. Walau bagaimanapun, Pusat Pengajian boleh memperakukan cuti kepada pelajar bagi kes-kes yang istimewa apabila kursus teras tidak dapat ditawarkan dan sebagainya.
- iii. Permohonan penangguhan pengajian boleh dilakukan secara atas talian di dalam laman web <http://campusonline.usm.my/>, seterusnya disahkan oleh Dekan Pusat Pengajian sebelum dimajukan kepada IPS bagi tindakan selanjutnya.
- iv. Sistem semester haruslah digunapakai dalam hal ehwal pencalonan bagi semua mod pengajian meliputi penangguhan pengajian dan proses pelaksanaan ini hendaklah turut mengambil kira program mod campuran yang mempunyai semester III dalam satu-satu sidang pengajian.
- v. Seorang pelajar yang diluluskan penangguhan pengajian tidak akan diberi pengecualian yuran pengajian dan tempoh ini akan diambil kira dalam pengiraan tempoh pencalonan pelajar.
- vi. Calon-calon pengajian siswazah perlu mengikuti peraturan penangguhan pengajian dan cuti dengan kebenaran [CDK] yang sedia ada bagi pelajar prasiswazah penuh masa. Maklumat tentang perkara ini ialah:-
  - [a] CDK diberikan untuk tempoh satu semester sahaja, manakala penangguhan pengajian boleh diberikan untuk jangkamasa satu sidang akademik atau dua semester berturut-turut.
  - [b] Pelajar boleh memohon maksimum 4 semester CDK dan penangguhan di dalam tempoh pengajian mereka.

[c] Bagi permohonan yang dibuat pada akhir cuti dalam semester [1 minggu] dikenakan yuran ½ semester.

[d] Bagi permohonan yang dibuat selepas cuti dalam Semester dikenakan yuran penuh.

vii. Caj Yuran Pengajian dan Penahanan adalah tertakluk kepada tarikh permohonan penangguhan:-

TEMPOH PERMOHONAN	BUTIRAN
Permohonan dihantar ke Pusat Pengajian/PTJ/Institut sebelum semester baharu bermula sehingga minggu ke-2 semester baharu	Yuran Pengekalan akan dikenakan: a. Tempatan - RM150 b. Antarabangsa - RM250
Minggu ke-3 hingga minggu ke-9	50% daripada yuran pengajian akan dikenakan
Selepas Minggu ke-10	Yuran pengajian penuh akan dikenakan

Nota: Yuran Pengekalan adalah untuk memastikan status pencalonan pelajar kekal AKTIF

- i. *Mixed-mode students who wish to apply for postponement of studies must first be registered and have undergone at least one (1) semester of study unless with valid medical or urgent personal reasons.*
- ii. *Full-time students and part-time students may apply for postponement for a maximum of two (2) semesters throughout the duration of their candidature. The School may however endorse postponement in special cases, such as the core course not being offered for that semester and so on.*
- iii. *Applications for postponement of studies can be applied through <http://campusonline.usm.my/>, application will be forwarded to IPS for further action after Dean's approval.*
- iv. *The semester system will be applied in matters of candidature for all modes of study in cases of postponement. This applies to mixed-mode students as well as who have up to semester III within one academic year.*
- v. *A student who has been allowed postponement of studies is not eligible for refund of fees and the duration of postponement will be included in the student's candidature.*

- vi. *Postgraduate students are subject to the same rules that govern postponement of studies and leave of absence with permission (CDK) for full time undergraduate students. The following is applicable:*
- [a] CDK is allowed for only one semester whereas postponement of studies may be allowed up to the duration of one academic year or two consecutive semesters. CDK may be allowed:*
  - [b] Students may apply for CDK and postponement of studies up to a maximum of four (4) semesters throughout the duration of their candidature.*
  - [c] For applications made at the end of a semester break [1 week] a ½ semester fee is charged.*
  - [d] For applications made after the Semester break, the full fee is charged.*
- vii. *Tuition and Retaining Fees charges are subjected to the date of postponement application:*

<i>DURATION OF APPLICATION</i>	<i>DETAILS</i>
<i>Application send to School/Centre/Institute before the new semester commence until the 2nd week of the new semester</i>	<i>Retaining Fee will be imposed:</i> <i>a. Local - RM150</i> <i>b. International - RM250</i>
<i>3rd week – 9th week</i>	<i>50% of the tuition fee will be imposed</i>
<i>After 10th week</i>	<i>Full tuition fee will be imposed</i>

*Note: Retaining Fee is to ensure student's candidature status remain ACTIVE*

## PELANJUTAN TEMPOH PENCALONAN

Pelajar perlu melengkapkan borang permohonan perlanjutan dalam tempoh **dua (2) bulan sebelum tempoh maksimum pencalonannya tamat** dengan justifikasi yang kukuh.

Tempoh maksimum perlanjutan dihadkan kepada dua semester sahaja selepas tempoh maksimum pencalonan tamat. Pelandungan tempoh pencalonan selama dua semester tersebut dikira sebagai **pelanjutan terakhir**.

Sistem semester ini digunapakai dalam hal ehwal pencalonan bagi semua mod pengajian. Proses pelaksanaan ini hendaklah turut mengambil kira program- program mod campuran yang mempunyai semester III dalam satu-satu sidang pengajian.

*Students need to complete the extension application form **within two (2) months before the maximum period of their candidacy expires** with strong justification.*

*The maximum period of extension is limited to two semesters only after the maximum period of candidacy ends. The extension of the nomination period for two semesters is counted as the **final extension**.*

*This semester system is used in nomination matters for all modes of study. This implementation process should also consider mixed mode programmes that have semester III in one study session.*

## INTEGRITI AKADEMIK

*“Integriti tanpa ilmu adalah lemah dan tidak berguna. Ilmu tanpa integriti adalah berbahaya dan lemah”-Samuel Johnson*

Pelajar USM perlu mempunyai pegangan kukuh terhadap nilai dan asas integriti, memahami maksud serta tujuan pendidikan USM. Nilai yang paling penting diperlukan bagi seseorang pelajar dalam bidang akademik adalah berasaskan prinsip mencari kebenaran dalam ilmu dan kejujuran termasuklah mengenai hak atau kepunyaan harta intelek. Oleh itu, pelajar mestilah berani bertanggungjawab dalam mengekalkan prinsip tersebut dalam semua usaha akademik mereka.

Ketidakjujuran akademik bermakna seseorang pelajar melanggar tujuan asas dalam memelihara dan mengekalkan integriti pendidikan USM dan dalam hal ini, pihak USM mengambil pendekatan tidak bertolak ansur dalam perkara ini. Berikut ialah amalan atau perbuatan yang dianggap sebagai tindakan tidak berintegriti dalam akademik.

### (a) Menipu

Menipu dalam konteks akademik termasuklah meniru dalam sesuatu peperiksaan, penggunaan maklumat atau bahan bantu lain tanpa kebenaran atau secara tidak jujur. Terdapat pelbagai cara dan kaedah yang digunakan dalam penipuan akademik dan antaranya:-

- Menyalin jawapan daripada orang lain semasa ujian atau peperiksaan.
- Melakukan apa-apa perbuatan mencurigakan yang boleh dianggap sebagai menipu atau cuba menipu dalam peperiksaan.
- Menggunakan bahan atau alatan tanpa kebenaran (kalkulator, PDA, telefon bimbit, alat keluli, atau mana-mana “*smart gadget*” dan alatan lain yang tidak dibenarkan) semasa ujian atau peperiksaan.
  
- Meminta atau membenarkan pelajar lain untuk mengambil ujian atau peperiksaan bagi pihak diri pelajar dan sebaliknya.
- Berkongsi jawapan atau program bagi sesuatu tugas atau projek.
- Sengaja merosakkan markah/gred kerja setelah ia dipulangkan, kemudian menghantarnya semula bagi pemarkahan/penggredan semula.
- Mengarah, memaksa, memujuk, memperdaya atau mengugut orang lain membuat penyelidikan, penulisan, pemrograman, atau jenis tugas yang lain untuk kepentingan diri pelajar sendiri.
- Menghantar kerja yang serupa atau sama bagi lebih daripada satu kursus tanpa berunding atau terlebih dahulu mendapat kebenaran daripada pensyarah yang terlibat.

(b) Plagiarisme

Plagiarisme adalah “pencuri akademik”. Ia melanggar hak harta intelek pengarang. Plagiarisme bermaksud menghasilkan, mengemukakan dan menyalin kerja-kerja tanpa kebenaran terlebih dahulu dan pengakuan daripada sumber utama dalam bentuk artikel, cadangan, tesis, buku-buku, kerja-kerja yang tidak diterbitkan, data penyelidikan, persidangan dan kertas seminar, laporan, kertas kerja, kandungan laman sesawang, nota kuliah, reka bentuk, produk kreatif, produk saintifik, muzik, nod muzik, artifak, kod sumber komputer, idea-idea, dirakam perbualan / direkodkan dan bentuk bahan yang lain.

Secara ringkasnya, plagiarisme bermaksud penggunaan sebahagian atau keseluruhan kata-kata atau idea orang lain dan mendakwa ia sebagai milik pelajar tanpa merujuk pengarang asal. Antara contoh plagiarisme adalah:-

- Menyalin dan memasukkan atau menambah maklumat, grafik atau media daripada internet ke dalam kerja anda tanpa menyatakan sumber.
- Memparafrasa atau meringkaskan penulisan atau kata-kata orang lain yang bukannya ilmu atau pengetahuan umum tanpa merujuk sumber.
- Tidak meletakkan tanda pembuka dan penutup kata pada bahagian sumber yang diambil.
- Menggunakan hasil kerja orang lain, tugas, projek atau penyelidikan yang bukannya hasil kerja anda dan menjadikan ia seolah-olah hasil kerja anda.
- Memberikan maklumat yang tidak betul tentang sumber rujukan.
- Tidak memberikan penghargaan rakan usaha sama dalam sesuatu tugas, kertas, projek atau penyelidikan.
- Untuk projek berkumpulan, seolah-olah mewakili individu atau individu tertentu dalam kerjasama projek kumpulan sedangkan ia tidak benar (palsu).
  
- Menyerahkan tugas, kerja atau projek akademik dengan mengupah individu lain untuk menghasilkan tugas, kerja atau projek tersebut. (Membentangkan kerja yang dilakukan oleh orang lain sebagai kepunyaan sendiri).

Garis panduan Dasar Terhadap Plagiarisme Universiti dan peruntukan berkaitan plagiarism di dalam Kaedah Tatatertib Pelajar adalah terpakai.

(c) Pemalsuan

Pemalsuan bermaksud suatu proses pembuatan, beradaptasi atau meniru dengan maksud untuk menipu. Ia adalah suatu perbuatan memperdaya

orang lain. Pemalsuan pada dasarnya adalah sesuatu yang bersangkutan dengan objek yang dihasilkan atau diubah.

Ciptaan atau hasil tugas atau kerja akademik yang tidak memberi pengiktirafan, meminda, memalsu atau penyalahgunaan data, maklumat atau petikan dalam mana-mana kerja akademik boleh dianggap sebagai kerja-kerja pemalsuan. Maklumat yang dipalsukan dan bukannya hasil usaha sebenar pelajar yang berkaitan dengan sesuatu penyiasatan atau kajian tertentu adalah melanggar prinsip mencari kebenaran ilmu. Antara contoh pemalsuan termasuklah:

- Mengubah data atau keputusan, atau menggunakan keputusan orang lain, dalam sesuatu eksperimen, tugas atau penyelidikan.
- Memetik sumber yang tidak digunakan atau dirujuk.
- Sengaja menyenaraikan rujukan yang tidak betul atau rekaan.
- Memalsukan rekod atau dokumen akademik untuk kepentingan akademik.
- Memalsukan tandatangan pemberian kuasa dalam mana-mana rekod akademik atau dokumen USM yang lain.

(d) Bersubahat

Bersubahat secara umumnya bermaksud bersepakat menjayakan atau melakukan sesuatu perbuatan atau pekerjaan dengan tujuan tidak baik. Antara contoh bersubahat termasuklah:

- Mengupah, merasuah atau membenarkan seseorang membuat tugas, ujian/peperiksaan, projek atau penyelidikan untuk kepentingan sendiri.
- Melakukan atau membantu orang lain dalam sesuatu tugas, ujian/peperiksaan, projek atau penyelidikan secara tidak jujur bagi sesuatu pulangan.
- Membenarkan tugas atau kerja anda digunakan oleh orang lain.
- Menyediakan bahan, maklumat, atau sumber kepada orang lain, dan sedar atau tahu bahawa bantuan yang sedemikian boleh digunakan dalam cara yang tidak jujur.

(e) Faedah Tak Saksama

Faedah tak saksama secara umumnya bermaksud sesuatu kelebihan yang diperolehi atau dimiliki oleh seseorang secara tidak adil disebabkan oleh orang lain tidak mempunyai kelebihan yang sama. Dalam konteks USM, seseorang pelajar mungkin boleh memperoleh sesuatu faedah yang tak saksama dengan pelajar lain. Antara contoh faedah tak saksama ialah:

- Mendapat akses, menghasilkan semula atau mengedarkan semula bahan ujian atau peperiksaan sebelum masa yang dibenarkan.
- Menghalang orang lain daripada menggunakan bahan di perpustakaan dengan mencuri, merosakkan, memusnahkan atau menyorokkannya.
- Berniat mengganggu usaha orang lain daripada melakukan tugas akademik mereka.
- Mengubah atau memusnahkan hasil kerja atau program atau dokumen komputer kepunyaan orang lain.

(f) Kesalahan lain yang melibatkan integriti akademik

- Mengambil, menyalin data atau bahan ilmiah daripada seseorang tanpa kebenaran.
- Hadir lewat ke kuliah, tutorial, kelas atau pengajaran lain berkaitan dengan kursus pengajiannya.
- Lewat menghantar atau menyerahkan sebarang tugasan yang diarahkan berkaitan dengan kursus pengajiannya.
- Sebarang kesalahan lain yang pada pandangan USM sebagai melanggar integriti akademik

**Kesan Pelanggaran Integriti Akademik**

Pelajar juga sepatutnya turut bertanggungjawab dalam melindungi dan menyokong integriti akademik di USM.

Jika dalam keadaan tertentu, pelajar mengetahui wujudnya pelanggaran integriti akademik, dalam keadaan yang demikian, pelajar hendaklah melaporkannya kepada pensyarah yang berkaitan. Pensyarah berkenaan kemudiannya perlu menyasiat dan mengesahkan perkara tersebut dan kemudiannya boleh melaporkannya kepada dekan pusat pengajian.

- (i) Jika sesuatu pelanggaran integriti akademik dianggap kurang serius, dekan di pusat pengajian boleh mengambil TINDAKAN PENTADBIRAN kepada pelajar berkenaan.
- (ii) Walau bagaimanapun, jika sesuatu pelanggaran integriti akademik dianggap serius oleh pusat pengajian, maka kes ini hendaklah dirujuk kepada Jawatankuasa Tatatertib Pelajar USM untuk tindakan tatatertib sewajarnya berdasarkan prosedur yang ditetapkan.
- (iii) Sekiranya pelajar ditangkap kerana melakukan suatu kesalahan meniru atau menipu semasa peperiksaan berlangsung, Jawatankuasa Siasatan Kes Meniru/Menipu Dalam Peperiksaan akan mengendalikan kes ini mengikut prosedur USM. Jika hasil siasatan tersebut mendapati wujudnya kesalahan



yang boleh didakwa, pelajar berkenaan boleh dirujuk kepada Jawatankuasa Tatatertib Pelajar (Kes-kes Akademik) USM. Dalam hal ini, peruntukan tingkah laku pelajar berkaitan dengan peperiksaan dalam Kaedah Tatatertib Pelajar adalah terpakai.

- (iv) Mana-mana pelajar yang didapati bersalah oleh Jawatankuasa Tatatertib Pelajar (Kes-kes Akademik) USM akan dihukum menurut peruntukan berkaitan hukuman kesalahan tatatertib di dalam Kaedah Tatatertib Pelajar.

## **ACADEMIC INTEGRITY**

*'Integrity without knowledge is weak and useless, and knowledge without integrity is dangerous and dreadful.'* - Samuel Johnson

*USM students not only have to adhere firmly to basic values and integrity, but also understand the purpose and meaning of a university education. The most essential values in academia are rooted in the principles of truth-seeking in knowledge and honesty including one's own rights and intellectual property. Thus, students must bear the responsibility of maintaining these principles in all work done in their academic endeavours.*

*Academic dishonesty means a student violates the fundamental purpose of preserving and maintaining the integrity of university education and USM will not compromise in this matter. The following are examples of practices or actions that are considered dishonest acts in academic pursuit.*

### (c) Cheating

*Cheating in the academic context includes copying in examinations, unauthorised or dishonest use of information or other aids in any academic exercise. There are numerous ways and methods of cheating and they include:*

- *Copying from others during a test or an examination.*
- *Acting in a suspicious manner that can be regarded as cheating or attempting to cheat in an examination.*
- *Using unauthorized materials or devices (calculators, PDA, mobile phones, pagers, or any smart gadgets, and other devices) during a test or examination.*
- *Asking or allowing another student to take a test or an examination for you and vice-versa.*
- *Sharing answers or programme for an assignment or project. Tampering with marks /grades after the work has been returned, then re-submitting them for re-marking/re-grading.*

- *Direct, force, persuade, deceive or blackmail others to conduct research, writings, programming or other assignments for personal interest or self-importance of the student himself.*
- *Submitting identical or similar work in more than one course without consultation or prior permission from the lecturers involved.*

(d) Plagiarism

*Plagiarism is "academic theft". It violates the intellectual property rights of the author. Plagiarism means to produce, present or copy others' work without authorization and acknowledgment as the primary source in the form*

*of articles, opinions, thesis, books, unpublished works, research data, conference and seminar papers, reports, paper work, website data, lecture notes, design, creative products, scientific products, music, music node, artefacts, computer source codes, ideas, recorded conversations and others materials.*

*In short, it is the use, in part or whole, of others' words or ideas and then claiming them as yours without proper attribution to the original author. It includes:*

- *Copying and pasting information, graphics or media from the Internet into your work without citing the source.*
- *Paraphrasing or summarising others' written or spoken words that are not common knowledge, without referencing the source.*
- *Not putting quotation marks around parts of the material that has been copied exactly from the source.*
- *Using someone else's work or assignment, project or research you did not carry out and then claiming it as your own.*
- *Providing incorrect information about the source of reference.*
- *Not acknowledging collaborators in an assignment, paper, project or research.*
  
- *Pretending to represent individuals or certain individuals in a group project when it is not true.*
- *Submission of assignments, work or academic projects by employing another person to produce the assignments, work or projects (Presenting work done by others as your own).*

*The Guidelines on University Policy against Plagiarism and provisions related to plagiarism in the USM (Discipline of Students) Rules will be applied.*

(c) Fabrication

*Fabrication means a process of invention, adaptation or copying with intent to cheat. This is an act of cheating other people. Fabrication is related to the object that has been produced or altered.*

*The non-acknowledgment of an invention or findings of an assignment or academic work, alteration, falsification or misleading use of data, information or citation in any academic work constitute fabrication. Fabricated information neither represents the student's own effort nor the truth concerning a particular investigation or study thus violating the principle of truth-seeking in knowledge. Some examples are:*

- *Altering data or results, or using someone else's results, in an experiment, assignment or research.*
- *Citing sources that are not actually referred to or used.*
- *Intentional listing of incorrect or fictitious references.*
- *Falsifying of academic records or documents to gain academic advantage.*
- *Forging signatures of authorisation in any academic record or other university document.*

(d) Collusion

*Collusion means cooperating with others to commit an act with a bad intent. Some examples of collusion include:*

- *Paying, bribing or allowing someone else to do an assignment, test/examination, project or research for self-interest.*
- *Doing or assisting others in an assignment, test/exam, project or research for something in return.*
- *Permitting your work to be submitted as the work of others.*
- *Providing material, information or resources to others, with the knowledge that such help could be used in dishonest ways.*

(e) Unfair Advantage

*Unfair advantage means an advantage obtained by a person unfairly because others do not have the same advantage. In the context of USM, a student may have an unfair advantage over other students. Examples of unfair advantage are:*

- *Gaining access to reproduce or circulate test or examination materials prior to its authorised time.*
- *Depriving others of the use of library material by stealing, defacing, destroying or hiding it.*
- *Intentionally interfering with others' efforts to carry out their academic duties.*
- *Altering or destroying work or programme or computer documents that belong to others.*

(f) *Other violations related to academic integrity*

- *Taking, copying data or academic material from someone without her/his consent.*
- *Late to lectures, tutorials, class or teaching related to their courses.*
- *Late in sending or submitting any assignment given related to their courses.*
- *Any other violations that USM views as violating academic integrity.*

***Consequences of Violating Academic Integrity***

*Students must also be responsible for protecting and upholding academic integrity in USM.*

*If under any circumstances a student comes to know of any incident that denotes a violation of academic integrity, the student must report it to the relevant lecturer. The lecturer is then responsible for investigating and verifying the violation and then reporting the matter to the Dean of the School.*

- (i) *If any violation of academic integrity is considered minor or not serious, the Dean of the School can take ADMINISTRATION ACTION on the students involved.*
- (ii) *However, if the violation is deemed serious by the School, this matter will be brought to the attention of the University Student Disciplinary Committee where appropriate disciplinary action will be taken in accordance with the procedures that have been set down.*
- (iii) *If a student is caught for copying or cheating in an examination, the Investigation Committee for Copying/Cheating during Examinations will pursue the matter according to the university's procedures. If the*
- (iv) *investigation reveals that a violation has been committed, the student will be referred to the University Student Disciplinary Committee (Academic Cases). In this matter, the USM (Discipline of Students) Rules will be enforced.*
- (v) *Any student found guilty by the University Student Disciplinary Committee (Academic Cases) USM will be punished in accordance with the USM (Discipline of Students) Rules.*

## UJIAN TURNITIN

### Ujian Pengesanan Turnitin

Calon yang mendaftar untuk kursus Disertasi digalakkan untuk menghantar draf disertasi mereka yang telah lengkap untuk ujian pengesanan Turnitin. Ujian ini diadakan bertujuan untuk mengesan tahap kesamaan kandungan disertasi ini dengan penerbitan lain, serta untuk memastikan bahawa disertasi yang dihasilkan tersebut adalah asli dan berwibawa. Pada masa sekarang, hanya program Linguistik Bahasa Inggeris sahaja yang mewajibkan disertasi calon mereka untuk menjalani ujian ini. Makluman tentang keperluan melalui Ujian ini akan dimaklumkan kepada calon dari semasa ke semasa sekiranya ada calon daripada program pengajian yang lain perlu melalui ujian ini.

Proses Ujian ini adalah seperti yang ditunjukkan dalam Carta Alir berikut:

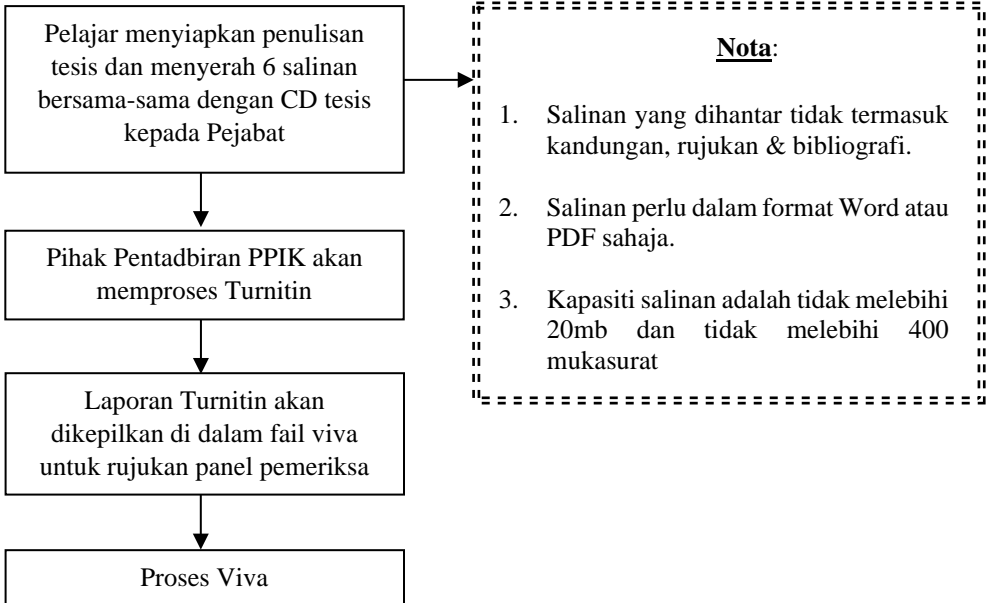
### *TURNITIN TEST*

#### *Turnitin Detection Test*

*Candidates registered for the Dissertation course are encouraged to submit their completed dissertation drafts for the Turnitin tracking test. This test is held in order to detect the level of similarity of the content of this dissertation with other publications, as well as to ensure that the dissertation produced is original and authoritative. Currently, only English Linguistics programmes require their candidate's dissertations to undergo this test. Information about the need to go through this test will be notified to candidates from time to time if there are candidates from other study programmes who need to go through this test.*

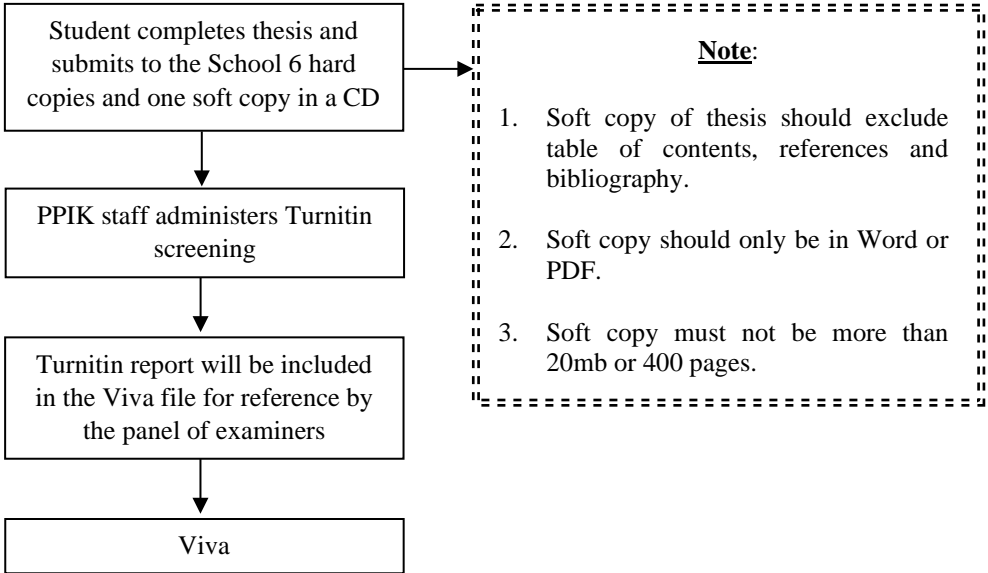
*The Test Process is as shown in the following Flow Chart:*

## CARTA ALIR PROSES 'TURNITIN'



\* Proses Turnitin ini hanya untuk pelajar yang menulis Disertasi di dalam Bahasa Inggeris

## FLOWCHART FOR 'TURNITIN' PROCESS



\* Turnitin processing is only applicable for candidates writing a Dissertation in English

**SARJANA SASTERA  
(KESUSASTERAAN)**

*MASTER OF ARTS (LITERATURE)*





## 1.0 SARJANA SASTERA (KESUSASTERAAN)

### MASTER OF ARTS (LITERATURE)

#### 1.1 Pengenalan/Introduction

Program Sarjana Sastera dalam bidang Kesusasteraan (mod campuran) bertujuan untuk memenuhi keperluan siswazah yang berhasrat untuk menyambung pengajian mereka dalam bidang Kesusasteraan secara komprehensif melalui komponen kursus dan penyelidikan. Program yang sungguh fleksibel ini didasarkan kepada komponen disertasi yang membolehkan para pelajar menjalankan penyelidikan dalam pelbagai bidang yang berkaitan dengan minat, kebolehan dan pengalaman ilmiah masing-masing. Para pelajar yang berminat untuk mengikuti program ini boleh memilih sama ada untuk berdaftar secara penuh masa atau sambilan. Pemilihan ini membolehkan mereka menyusun atur jadual peribadi dan jadual belajar dengan sebaik mungkin.

*The Master of Arts (Literature), mixed mode aims to cater to graduate students who want to continue their studies in the field of Literature comprehensively through these components: coursework and research. This programme is very flexible and is based on the dissertation component that enables students to conduct research in various fields that are connected to their interest, skills and study experience. Students who are interested to follow this course can choose either to enroll as full-time or part-time candidates. Their choices will allow them to plan their personal and study timetable properly.*

#### 1.2 Keperluan Pengijazahan/Graduation Requirement

Jenis Kursus/ Type of Course	Keperluan Jam Kredit/ Required Credit Hours	Pemberat / Weightage %
Teras /Core	20	50
Disertasi/Dissertation	20	50
Jumlah /Total	40	100

### 1.3 Penawaran Kursus/Course Offering

Kursus/Course	% CW	% EW	Sem I	Sem II
HKN 506/4 Kajian Sastra, Media dan Budaya <i>The Study of Literature, Media and Culture</i>	40	60	√	-
HKT 505/4 Kaedah Penyelidikan Sastra, Media dan Budaya <i>Research Method in Literature, Media and Culture</i>	40	60	√	-
HKT 508/4 Teori dan Kritikan Sastra dan Media Baharu <i>Theory and Literary Criticism and New Media</i>	40	60	√	-
HKB 503/4 Seminar Silang Budaya Kesusasteraan Asia Tenggara <i>Cross-Cultural Seminar on Southeast Asian Literature</i>	40	60	-	√
HKB 507/4 Karya Terpilih Pemenang Hadiah Nobel Dalam Kesusasteraan <i>Selected Texts of Nobel Prize Winners in Literature</i>	40	60	-	√
HKS 501/20 Disertasi <i>Dissertation</i>	100	-	√	√

Petunjuk /Legend:

CW - Kerja Kursus/Course Work

EW - Penilaian Peperiksaan /Examination Assessment

### 1.4 SINOPSIS KURSUS/SYNOPSES OF COURSES

#### **HKB 503/4 Seminar Silang Budaya Kesusasteraan Asia Tenggara** *Cross-Cultural Seminar on Southeast Asian Literature*

Kursus ini akan memperkenalkan tema-tema silang budaya dalam kajian kesusasteraan Asia Tenggara. Kursus berorientasikan perbandingan hasil kesusasteraan yang rentas sempadan tradisi dan budaya ini dapat dibuktikan melalui beberapa wacana silang budaya. Topik-topik perbincangan meliputi aspek sejarah, identiti, falsafah, puitika dan konsep keindahan, sistem keadilan, nasionalisme dan patriotisme. Kursus ini turut membuka ruang perbincangan yang kritis kepada penuntut terhadap kedudukan sastra dalam menghadapi cabaran pelbagai bentuk media lain yang sedang berkembang pesat dewasa ini. Penulisan bahan dan karya sastra kini bukan lagi terhad dalam bentuk cetakan yang biasa, tetapi

telah tersebar luas dalam pelbagai bentuk media yang lain seperti filem, teater, media digital dan sebagainya. Kajian perbandingan karya sastera akan memberi kefahaman yang lebih luas terhadap cara hidup dan tradisi sastera masyarakat di Asia Tenggara yang kaya dengan unsur-unsur yang bersumber dari luar wilayahnya.

*This course will introduce cross-cultural themes in the study of Southeast Asian literature. It is orientated towards the comparison of works of literature that cross borders of tradition and culture that is evidenced by selected cross-cultural discourses. Among the topics for discussion are history, identity, philosophy, poetics and concept of beauty, the system of justice, nationalism and patriotism. This course also opens a space for students to discuss critically the challenges facing literature in various forms of media that are developing rapidly nowadays. Writing materials and literary works are now no longer limited in the usual printed form but have been prevalent in various forms of media such as film, theater, digital, and so forth. A comparative study of literary works will enhance a greater understanding of the cultural life-styles and literary traditions of Southeast Asia that are enriched by elements from outside the region.*

#### **HKB 507/4 Karya Terpilih Pemenang Hadiah Nobel dalam Kesusasteraan**

*Selected Texts of Nobel Prize Winners in Literature*

Kursus ini berorientasikan teori kesusasteraan bandingan dan aplikasinya. Fokusnya adalah kepada analisis teks dengan perhatian kepada latar belakang pengarang, tema, teknik dan sisi-sisi keistimewaan setiap pengarang. Pemenang Hadiah Nobel yang karyanya dipilih termasuklah Rudyard Kipling (1907) dengan puisinya "The White Man's Burden", Rabindranath Tagore (1913) – puisi *Gitanjali*, Luigi Pirandello (1934) drama *Six Character in Search of an Author*, Albert Camus (1957) -- novel *The Stranger*, Yasunari Kawabata (1968) -- novel *Thousand Cranes*, Jaroslav Seifert (1984) – puisi "Twelve Love Pantouns", Wole Soyinka (1986) -- drama *Swamp Dwellers*, Orhan Pamuk (1980) -- novel *My Name is Red* dan Mario Vargas Llosa (1984) – novel *The Real Life of Alejandro Mayta*.

*This course is oriented towards comparative literary theory and its application. Its focus is on textual analysis with reference to the background of the authors, themes, techniques and the uniqueness of every author. Nobel Prize winners whose works are selected include Rudyard Kipling (1907) with his poem "The White Man's Burden", Rabindranath Tagore (1913) – the poem *Gitanjali*, Luigi Pirandello (1934) – the drama *Six Characters in Search of an Author*, Albert Camus (1957) – The novel *The Stranger*, Yasunari Kawabata (1968) – The novel *Thousand Cranes*, Jaroslav Seifert (1984) – the poem "Twelve Love Pantouns", Wole Soyinka (1986) – the drama *Swamp Dwellers*, Orhan Pamuk (1980) -- the novel *My Name is Red* and Mario Vargas Llosa (1984) – the novel *The Real Life of Alejandro Mayta*.*

#### **HKN 506/4 Kajian Sastera, Media dan Budaya**

*A Study of Literature, Media and Culture*

Kursus ini bertujuan membincangkan teori dan kritikan sastera mutakhir yang diperkatakan dalam masa 10 tahun kebelakangan ini. Kajian sastera menerima baik kajian budaya dan

media sebagai satu aspek penting dalam teori dan kritikan sastera. Sastera, media dan budaya ialah satu bentuk hubungan timbal-balik, maka kajian media dalam hubungannya dengan sastera dan budaya seperti media baharu akan diberikan perhatian. Kursus ini meneliti bagaimana media baharu dan budaya digital memberi kesan kepada penghasilan, penerimaan dan penilaian karya sastera mutakhir ini. Seterusnya, kursus ini membincangkan secara kritis dalam konteks teks-teks yang terpilih bagi menjelaskan aspek aplikasinya dari perspektif sastera, budaya dan media.

*The course aims to discuss contemporary literary theory and criticism for the last ten years. Literary studies accept the study of culture and media as important aspects in literary theory and criticism. It is felt that literature, media and culture are intertwined, thus attention will be given to media studies and its relation to literature and culture. This course will examine how new media and digital culture affect the production, reception and evaluation of contemporary literary works. Selected literary texts will be discussed critically from the perspective of literature, culture and media.*

#### **HKT 505/4 Kaedah Penyelidikan Sastera, Media dan Budaya**

*Research Method in Literature, Media and Culture*

Kursus ini bertujuan memandu pelajar menjalankan penyelidikan dalam bidang kesusasteraan secara saintifik. Kursus ini juga membolehkan pelajar memahami kaedah penyelidikan sastera dengan rujukan istimewa kepada media baharu. Beberapa kaedah penyelidikan dalam media baharu akan diperkenalkan seperti kaedah penyelidikan internet. Kursus ini juga akan mewajibkan penyediaan rancangan penyelidikan, tatacara penyelidikan dan penyediaan laporan untuk pembentangan pada akhir kursus.

*The course aims to guide the students to do scientific research in literary studies. This course will also help the students to understand the methods in literary studies and specifically its relationship with the new media. Several methods in media studies will be introduced such as the method in internet research. Students are requested to prepare a proposal, methodology and a report which will be presented at the end of the course.*

#### **HKT 508/4 Teori dan Kritikan Sastera dan Media Baharu**

*Theory and Literary Criticism and New Media*

Kursus ini akan meneliti beberapa pilihan teori dan kritikan kontemporari dan media baharu. Pelajar akan diminta untuk memperlihatkan hubungan kait antara fungsi teori dan kritikan sastera dalam perkembangan kritikan sastera mutakhir. Kursus ini juga akan meneroka secara kritis dan analitis mengenai isu yang berhubung dengan kritikan sastera kontemporari. Kaedah teori dan pendekatan yang sesuai akan dibincangkan dan kemudian akan diaplikasikan sama ada dalam konteks **Malaysia** [tempatan] mahupun pada peringkat antarabangsa. Genre yang dikaji meliputi drama, novel, cerita pendek dan puisi. Dalam kajian dan analisis ini, pelajar akan diminta untuk membincangkan isu-isu mengenai etnik, gender, kolonialisme, peranan sejarah dan representasi pensejarahan dalam karya-karya fiksi kontemporari. Kursus ini juga akan membincangkan peranan dan kesan media baharu dalam perkembangan teori dan kritikan sastera mutakhir.

*This course examines a selection of contemporary literary theory and criticism and new media. Students are requested to relate the function of literary theory in the developing of literary theory and criticism. This course also ventures into theoretical discussion on issues related to contemporary literary theory and criticism. Appropriate literary criticism will also be investigated and applied to selected fiction such as novels, drama, poetry and short stories. Students are also asked to explore the issues of ethnicity, gender, colonialism and the role of history and historical representation in contemporary fiction. This course also focuses on the role and impact of new media on the development of the contemporary literary theory and criticism.*

**HKS 501/20 Disertasi**  
*Dissertation*

Kursus disertasi ini memerlukan pelajar menjalankan kajian dalam bidang kesusasteraan di bawah penyeliaan seorang penyelia. Pelajar akan menggunakan maklumat primer dan sekunder untuk menyusun kajian mereka dengan sewajarnya. Pada akhir kursus, pelajar akan menghasilkan satu disertasi akademik yang bermutu tinggi, mereka akan menyerahkan disertasi yang lengkap sebanyak 25,000 patah perkataan dan maksimum 30,000 patah perkataan. Pelajar mesti melengkapkan dan lulus kursus-kursus teras pada semester pertama dan mencapai **PNGK sekurang-kurangnya 3.00** sebagai prasyarat untuk mendaftar disertasi.

*The dissertation course requires students to carry out research in literature under the guidance of a supervisor. Students will use primary and secondary information to design their research study appropriately. They will hand in a completed of 25,000 words and a maximum of 30,000 words good dissertation at the end of the course. Students must complete and pass the core courses in the first semester and achieve a **CGPA of at least 3.00** as a prerequisite to register for the dissertation.*

**1.5 Cadangan Pendaftaran Kursus Mengikut Semester**  
*Proposed Course Registration by Semester*

- a. Calon Penuh Masa - 1½ tahun (3 semester)  
*Full Time Candidate - 1 ½ Years (3 semesters).*

Kursus / Course	Thn/Yr. 1		Thn/Yr. 2
	Sem I	Sem II	Sem III
HKT 505/4 Kaedah Penyelidikan Sastera, Media dan Budaya <i>Research Method in Literature, Media and Culture</i>	√		
HKT 508/4 Teori dan Kritikan Sastera dan Media Baharu <i>Theory and Literary Criticism and New Media</i>	√		

*Master of Arts (Literature)*

HKN 506/4 Kajian Sastra, Media dan Budaya <i>A Study of Literature, Media and Culture</i>	√		
HKB 503/4 Seminar Silang Budaya Kesusasteraan Asia Tenggara <i>Cross-Cultural Seminar on Southeast Asian Literature</i>		√	
HKB 507/4 Karya Terpilih Pemenang Hadiah Nobel Dalam Kesusasteraan <i>Selected Texts of Nobel Prize Winners in Literature</i>		√	
HKS 501/20 Disertasi <i>Dissertation</i>			√
<b><u>Panduan Menyiapkan Disertasi</u></b>			
1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>	√		
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>		√	
3. Calon mendaftar untuk disertasi, membenteng cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>			√

- b. Calon Sambilan – 2½ tahun (5 semester)  
*Part Time Candidate – 2 ½ Years (5 semesters)*

Kursus / Course	Thn/Yr. 1		Thn/Yr.2		ThnYr. 3
	Sem I	Sem II	Sem III	Sem IV	Sem V
HKT 505/4 Kaedah Penyelidikan Sastra, Media dan Budaya <i>Research Method in Literature, Media and Culture</i>	√				
HKT 508/4 Teori dan Kritikan Sastra dan Media Baharu <i>Theory and Literary Criticism and New Media</i>	√				

Kursus / Course	Thn/Yr. 1		Thn/Yr.2		ThnYr. 3
	Sem I	Sem II	Sem III	Sem IV	Sem V
HKB 503/4 Seminar Silang Budaya Kesusasteraan Asia Tenggara <i>Cross-Cultural Seminar on Southeast Asian Literature</i>		√			
HKB 507/4 Karya Terpilih Pemenang Hadiah Nobel Dalam Kesusasteraan <i>Selected Texts of Nobel Prize Winners in Literature</i>		√			
HKN 506/4 Kajian Sastera, Media dan Budaya <i>A Study of Literature, Media and Culture</i>			√		
HKS 501/20 Disertasi <i>Dissertation</i>				√	√
<b><u>Panduan Menyiapkan Disertasi</u></b> 1. Calon mula mengenalpasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor</i>		√			
2. Calon mula menyediakan tajuk, draf disertasi dan pengumpulan data sebagai persediaan awal proposal. <i>Students prepare the topic, the dissertation draft and collect data as an early preparation towards writing the proposal</i>			√		
3. Daftar disertasi & pembentangan proposal. <i>Registration and Proposal presentation.</i>				√	
4. Siapkan disertasi dan viva. <i>Completing the dissertation and viva.</i>					√



**SARJANA SASTERA  
(SEJARAH ASIA TENGGARA)**

*MASTER OF ARTS  
(SOUTHEAST ASIAN HISTORY)*



## 2.0 SARJANA SASTERA (SEJARAH ASIA TENGGARA)

### MASTER OF ARTS (SOUTHEAST ASIAN HISTORY)

#### 2.1 Pengenalan/Introduction

Program Sarjana Sastera (Sejarah Asia Tenggara) bertujuan untuk memenuhi keperluan pelajar-pelajar siswazah yang berhasrat untuk menyambung pengajian mereka dalam bidang sejarah secara komprehensif melalui komponen kursus dan disertasi. Program ini dirancang dengan penekanan kepada fleksibiliti yang didasarkan kepada komponen disertasi yang membolehkan para pelajar menjalankan penyelidikan dalam pelbagai bidang yang berkaitan dengan minat, kebolehan dan pengalaman ilmiah masing-masing. Para pelajar yang berminat untuk mengikuti program ini boleh memilih sama ada untuk berdaftar secara sepenuh masa atau sambil. Dengan pemilihan ini membolehkan mereka menyusun atur jadual peribadi dan jadual belajar sebaik mungkin. Program ini dijalankan melalui mod-campuran yang melibatkan kerja kursus dan penyelidikan. Semua pelajar mesti menyediakan tugas, terlibat dalam kelas tutorial dan menduduki peperiksaan bertulis di samping menghadiri kuliah. Program ini dikendalikan dalam Bahasa Malaysia (Bahasa Melayu) sepenuhnya.

*The Master's of Arts (Southeast Asian History) aimed at fulfilling the ambitions of postgraduate students for continuing their comprehensive studies in the discipline of history through the components of coursework and dissertation. This programme is designed to be flexible based on the dissertation component that enabled students to undertake research in various areas relating to their interest, ability and respective academic experiences. Students interested in this programme can register either as full-time or part-time. With this selection it enabled them to arrange their personal and study schedule to the best they could. This programme is conducted in mixed-mode involving course work and research. All students are required to prepare an assignment, involved in tutorial classes and sit for a written examination apart from attending lectures. This programme is conducted in Bahasa Malaysia (Malay language) throughout.*

#### 2.2 Keperluan Pengijazahan/Graduation Requirement

Jenis Kursus/ Type of Courses	Keperluan Unit/ Required Credit Hours	Pemberat/ Weightage %
Teras /Core	20	50
Disertasi /Dissertation	20	50
<b>Jumlah /Total</b>	<b>40</b>	<b>100</b>

### 2.3 Penawaran Kursus/Course Offering

Kursus/Course	% CW	% EW	Sem I	Sem II
HSK 501/4 Teori dan Kaedah Penyelidikan dalam Ilmu Sejarah <i>Theory and Research Methods in History</i>	50	50	√	-
HSM 502/4 Sejarah Politik Malaysia <i>Political History of Malaysia</i>	50	50	√	-
HST 504/4 Sejarah Asia Tenggara Abad ke-20 <i>Twentieth Century Southeast Asian History</i>	50	50	√	-
HSM 503/4 Sejarah Sosio-Ekonomi Malaysia <i>Socio-Economic History of Malaysia</i>	50	50	-	√
HSA 505/4 Sejarah Asia: Intelektual dan Arus Perubahan <i>Asian History: Intellectuals and the Current of Change</i>	50	50	-	√
HSB 507/20 Disertasi <i>Dissertation</i>	100	-	√	√

Petunjuk /Legend :

CW - Kerja Kursus/Course Work

EW - Penilaian Peperiksaan/Examination Assessment

## **2.4 SINOPSIS KURSUS/SYNOPSIS OF COURSES**

### **HSA 505/4 Sejarah Asia: Intelektual dan Arus Perubahan** *Asian History: Intellectuals and the Current of Change*

Kursus ini bertujuan untuk mengembangkan pengetahuan pelajar tentang perubahan sosio ekonomi dan politik yang telah mempengaruhi penggubalan dasar di negara-negara Asia. Kursus ini membincangkan perubahan dalam masyarakat termasuk modenisasi dan sikap golongan intelek tempatan serta golongan rakyat bawahan (*subaltern*) terhadap fenomena ini dengan perbincangan bertumpu kepada Asia Barat, Asia Selatan dan Asia Timur. Perbincangan kursus juga dilakukan secara perbandingan bermula pada pertengahan kurun ke-19 hingga pertengahan kurun ke-20. Aspek historiografi dan perbandingan diberi penekanan penting dalam kursus ini.

*This course aims at broadening the students understanding on the socioeconomic and political changes that have influenced the policies of Asian countries. It discusses the evolution that had occurred in the society, including modernization, and the reaction of local intellectuals as well as subaltern groups towards this phenomenon. The focus is on West Asia, South Asia and East Asia. Discussion will be on a comparative basis beginning in the middle of the 19<sup>th</sup> century to the middle of the 20<sup>th</sup> century. Aspects of historiography and comparison are emphasized in this course.*

### **HSK 501/4 Teori dan Kaedah Penyelidikan dalam Ilmu Sejarah** *Theory and Research Methods in History*

Kursus ini bertujuan untuk memantapkan kebolehan pelajar dalam bidang penyelidikan sejarah. Ia meninjau perkembangan dan kemajuan yang telah berlaku dalam bidang penyelidikan sejarah seperti kaedah mendekati sumber dan penjelasan dalam sejarah. Tumpuan diberikan kepada idea-idea tentang teori dan kaedah penyelidikan. Kursus ini juga meneliti perkembangan dan perubahan yang telah berlaku dalam penulisan sejarah di Asia pada tempoh kolonial dan pascakolonial.

*This course aims at enhancing the ability of students in historical research. It explores the on-going developments in historical research like the approaches to source materials and explanation in history. The discussion focused on new ideas on historical theories and methods. The course discusses the development and changes that has taken place in history writing in Asia during the colonial and post-colonial period.*

### **HSM 502/4 Sejarah Politik Malaysia** *Political History of Malaysia*

Kursus ini bertujuan melibatkan pelajar secara aktif dalam pencerakinan yang luas dan mendalam tentang sejarah dan pensejarahan politik Malaysia pada kurun ke-19 dan ke-20 berasaskan perkembangan sejarah yang lebih panjang bermula sekurang-kurangnya dari kurun ke-15 Masihi. Tumpuan kursus adalah pada faktor penggerak, pola dan perkembangan politik di Malaysia dalam tempoh tersebut.

*The course aims to train students to venture into broader as well as in-depth analyses of the 19<sup>th</sup> and 20<sup>th</sup> centuries political history and historiography of Malaysia based on the longer historical development beginning at least from the 15<sup>th</sup> century C.E. The main focus of the course is on the catalysts, patterns and development of politics in Malaysia.*

**HSM 503/4    Sejarah Sosio-Ekonomi Malaysia**  
*Socio-Economic History of Malaysia*

Kursus ini bertujuan untuk mengembangkan pengetahuan pelajar mengenai transformasi ekonomi dan kemasyarakatan di Tanah Melayu, Borneo Utara dan Sarawak. Beberapa isu mengenai transformasi ini diteliti, dibincang dan dinilai. Perbincangan kursus juga dilakukan secara perbandingan antara ketiga-tiga kawasan bermula pada penghujung kurun ke-18 hingga lewat kurun ke-20. Di samping itu beberapa tema juga akan diterokai seperti impak dan kesan imperialisme dan kolonialisme Barat terhadap Malaysia kini, pengaruh sistem kapitalisme dan perdagangan moden terhadap sejarah buruh, dan peranan pendidikan dalam masyarakat majmuk Malaysia hari ini.

*The course primarily focuses on the economic and social transformation of the Malay Peninsula, Sabah and Sarawak from the late 18<sup>th</sup> century to the late 20<sup>th</sup> century. Various issues in this transformation are examined, discussed and evaluated. Besides several themes are explored viz., the impact and legacy of Western imperialism and colonialism on present-day Malaysia, the extent of capitalism and modern trade that influenced labour history, and the role of education in the plural society of contemporary Malaysia.*

**HST 504/4    Sejarah Asia Tenggara Abad ke-20**  
*Twentieth Century Southeast Asian History*

Kursus ini bermula dengan era 1930-an apabila kemelesetan ekonomi menyebabkan Asia Tenggara bergolak dari segi sosial dan politik dan berakhir pada era 1990-an apabila Islam menjadi semakin menonjol di rantau ini. Tema-tema dalam kursus ini bertujuan mendedahkan pelajar kepada isu-isu penting dalam sejarah Asia Tenggara khususnya untuk tempoh separuh kedua kurun ke-20. Perbincangan juga menumpu kepada persoalan historiografi negeri-negeri di rantau ini seperti Thailand, Filipina dan Indonesia.

*This course begins from the era of the 1930s when the economic depression caused political and social upheavals in Southeast Asia and ends in the 1990s when the impact of Islam became more pronounced in this region. The themes of the course are aimed at exposing the student to important issues in the history of Southeast Asia especially during the second half of the 20<sup>th</sup> century. The discussion also focuses on the historiography of countries of this region like Thailand, the Philippines and Indonesia.*

**HSB 507/20 Disertasi**  
*Dissertation*

Topik/tema disertasi merangkumi pelbagai aspek dalam bidang sejarah termasuk sosial, ekonomi, dan politik. Pelajar digalakkan untuk memilih topik-topik yang berkaitan dengan sejarah Malaysia dan mereka dikehendaki menjalankan penyelidikan di Arkib Negara, Kuala Lumpur dan/atau cawangannya di Alor Setar, Pulau Pinang, Ipoh, Kota Bharu, Kuala Terengganu, Johor Bharu, Kuching dan Kota Kinabalu. Disertasi mengenai sejarah Asia Tenggara atau lain-lain kawasan boleh dipertimbangkan jika pelajar membuat permohonan kepada Bahagian Sejarah dan sekiranya mendapat bantuan kewangan untuk tujuan penyelidikan daripada mana-mana pihak. Sebaik sahaja pelajar menentukan tajuk kajian Bahagian Sejarah akan melantik penyelia yang sesuai meskipun amat digalakkan agar para pelajar sendiri mencadangkan kepada pihak Bahagian penyelia masing-masing. Pada akhir kursus, pelajar akan menghasilkan satu disertasi akademik yang bermutu tinggi, mereka akan menyerahkan disertasi yang lengkap sebanyak 25,000 patah perkataan dan maksimum 30,000 patah perkataan. Pelajar mesti melengkapkan dan lulus kursus-kursus teras pada semester pertama dan mencapai **PNGK sekurang-kurangnya 3.00** sebagai prasyarat untuk mendaftar disertasi.

*The topic/theme of the dissertation may be chosen from either social, economic or political history. Students are encouraged to choose topics related to Malaysian history. Candidates are required to undertake research at Arkib Negara (National Archives of Malaysia), Kuala Lumpur and/or its branches at Alor Setar, Penang, Ipoh, Kota Bharu, Kuala Terengganu, Johor Bharu, Kuching and Kota Kinabalu. Dissertation on Southeast Asian history or other areas can be considered if the candidate applies to the History Section and manages to secure research funding from any quarter. Once the candidate decides on a title/theme, the History Section undertakes to assign an appropriate supervisor for him/her although it is greatly encouraged that students themselves propose their respective supervisors. They will hand in a completed of 25,000 words and a maximum of 30,000 words good dissertation at the end of the course. Students must complete and pass the core courses in the first semester and achieve a **CGPA of at least 3.00** as a prerequisite to register for the dissertation.*

**2.5 Cadangan Pendaftaran Kursus Mengikut Semester/Proposed Course Registration By Semester**

- a. Calon Penuh Masa - 1½ tahun (3 semester)/Full Time Candidate – 1 ½ Years (3 semesters)

Kursus/Course	Thn/Yr. 1		Thn/Yr. 2
	Sem I	Sem II	Sem III
HSK 501/4 Teori dan Kaedah Penyelidikan dalam Ilmu Sejarah <i>Theory and Research Methods in History</i>	√		
HSM 502/4 Sejarah Politik Malaysia <i>Political History of Malaysia</i>	√		
HST 504/4 Sejarah Asia Tenggara Abad ke-20 <i>Twentieth Century Southeast Asian History</i>	√		
HSM 503/4 Sejarah Sosio-Ekonomi Malaysia <i>Socio-Economic History of Malaysia</i>		√	
HSA 505/4 Sejarah Asia: Intelektual dan Arus Perubahan <i>Asian History: Intellectuals and the Current of Change</i>		√	
HSB 507/20 Disertasi <i>Dissertation</i>			√
<b><u>Panduan Menyiapkan Disertasi</u></b>			
1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>	√		
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>		√	
3. Calon mendaftar untuk disertasi, membenteng cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>			√



- b. Calon Sambilan – 2½ tahun (5 semester) / Part Time Candidate – 2 ½ Years (5 semesters)

Kursus/Course	Thn/Yr. 1		Thn/Yr. 2		Thn/Yr. 3
	Sem I	Sem II	Sem III	Sem IV	Sem V
HSK 501/4 Teori dan Kaedah Penyelidikan dalam Ilmu Sejarah <i>Theory and Research Methods in History</i>	√				
HSM 502/4 Sejarah Politik Malaysia <i>Political History of Malaysia</i>	√				
HSM 503/4 Sejarah Sosio-Ekonomi Malaysia <i>Socio-Economic History of Malaysia</i>		√			
HSA 505/4 Sejarah Asia: Intelektual dan Arus Perubahan <i>Asian History: Intellectuals and the Current of Change</i>		√			
HST 504/4 Sejarah Asia Tenggara Abad ke-20 <i>Twentieth Century Southeast Asian History</i>			√		
*HSB 507/20 Disertasi <i>Dissertation</i>				√	√
<b><u>Panduan Menyiapkan Disertasi</u></b>					
1. Calon mula mengenalpasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>		√			
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>			√		
3. Calon mendaftar untuk disertasi, membenteng cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>				√	√

**SARJANA SASTERA  
(HADITH)**

*MASTER OF ARTS  
(HADITH)*



### 3.0 SARJANA SASTERA (HADITH)

#### MASTER OF ARTS (HADITH)

#### 3.1 Pengenalan/Introduction

Program Sarjana Sastera dalam bidang Hadith (mod-campuran) bertujuan untuk memenuhi keperluan pelajar-pelajar siswazah yang berhasrat untuk menyambung pengajian mereka dalam bidang Hadith secara komprehensif melalui komponen kursus dan disertasi. Program ini adalah sebagai alternatif kepada program Sarjana Sastera (Pengajian Islam) mod penyelidikan secara penuh masa. Program ini yang terdiri daripada komponen kuliah, kerja kursus dan disertasi bersifat fleksibel yang membolehkan para pelajar menumpukan penyelidikan dalam bidang Hadith berdasarkan minat, kebolehan dan latar belakang pengalaman ilmiah masing-masing. Para pelajar boleh memilih sama ada untuk mendaftar secara penuh masa atau sambil. Pemilihan ini membolehkan mereka menyusun atur jadual peribadi dan jadual belajar sebaik mungkin.

*The Master of Arts programme in Hadith aims to serve the needs of graduates who are interested in furthering their studies in Hadith by coursework and dissertation. This programme provides an alternative to the existing programme of Master of Arts (Islamic Studies) via full research which is also offered. The mixed-mode structure is designed for graduates interested in pursuing a coursework-based M.A. programme that is flexible. The flexibility of the programme lies in the dissertation component that allows candidates to do research on a particular area that is relevant to their experience and interests. Candidates who join this programme have the option of choosing part-time or full-time status to suit their personal and work schedule.*

#### 3.2 Keperluan Pengijazahan /Graduation Requirement

Jenis Kursus/ Type of Courses	Keperluan Jam Kredit / Required Credit Hours	Pemberat/ Weightage %
Teras /Core	20	40
Disertasi/Dissertation	24	60
<b>Jumlah /Total</b>	<b>44</b>	<b>100</b>

### 3.3 Penawaran Kursus /Course Offering

Kursus/Course	% CW	% EW	Sem I	Sem II
HIT 514/4 Metodologi Penyelidikan Hadith <i>Hadith Research Methodology</i>	40	60	√	-
HIT 511/4 Sains al-Hadith <i>Sciences of Hadith</i>	40	60	√	-
HIT 512/4 Analisis Kritis Matan Hadith <i>Critical Analysis on Hadith Texts</i>	40	60	√	-
HIT 521/4 Kajian Sumber dan Keaslian Hadith <i>A Study on Sources and Status of Hadith</i>	40	60	-	√
HIT 522/4 Tokoh-Tokoh Periwat Hadith <i>The Narrators of Hadith</i>	40	60	-	√
HIT523/24 Disertasi <i>Dissertation</i>	100	-	√	√

Petunjuk /Legend :

CW - Kerja Kursus/Course Work

EW - Penilaian Peperiksaan /Examination Assessment

### 3.4 SINOPSIS KURSUS/SYNOPSIS OF COURSES

#### HIT 511/4 Sains Al-Hadith

*Sciences of Hadith*

Kursus ini bertujuan untuk memberikan pendedahan tentang konsep-konsep asas, terminologi dan prinsip-prinsip dalam bidang hadith. Ia akan menjelaskan maklumat asas yang mesti dilengkapi oleh setiap pelajar hadith sebelum mereka mendalami bidang ini.

*This course aims to expose some of the basic and fundamental concepts, terminologies and principles in the field of hadith. It will highlight all basic information that any student of hadith must be equipped with before embarking into this field of knowledge.*

#### HIT 512/4 Analisis Kritis Matan Hadith

*Critical Analysis on Hadith Texts*

Kursus ini membincangkan kaedah menganalisis sesebuah matan hadith secara kritis. Melalui analisis ini, ketulenan sesebuah matan hadith dan ketepatan maksudnya dapat dinilai. Kaedah-kaedah yang telah dilakarkan oleh para ulama pengkritik hadith turut dibincangkan. Melalui kursus ini pelajar akan didedahkan mengenai kaedah ilmiah mengkritik matan sesebuah hadith di samping memahami maksudnya.

*This course seeks to improve the knowledge of students regarding the principles and technicalities necessary for a good and precise understanding and commentary of the texts of hadith. It also highlights the importance of comprehending issues of the time and to take them into account while interpreting and commenting on any prophetic hadith. It is hoped that at the end of the course students will be able to understand necessary principles and elements to gain a correct understanding and interpretation of hadith.*

#### **HIT 514/4 Metodologi Penyelidikan Hadith**

##### *Hadith Research Methodology*

Kursus ini bertujuan untuk memberi pengetahuan kepada para pelajar tentang metodologi para ulama hadith dalam proses menilai perawi, sanad dan matan hadith. Ia sangat penting bagi menjamin status sesuatu hadith yang tulen dan tidak tercemar dengan unsur-unsur luar. Di akhir kursus para pelajar akan dapat memahami tentang ketulenan dan kebenaran hadith yang benar-benar berasal dari Rasulullah SAW.

*This course is designed to expose students the methodologies used by the scholars of hadith in the process of evaluating the quality of narrators, the chain of transmitters and the texts of hadiths. It is very crucial in order to identify the status of the originality and authenticity of hadiths. At the end of the course, students will be able to discern between the original and authentic hadiths of the Prophet (PBUH) from fabricated ones.*

#### **HIT 521/4 Kajian Sumber Dan Keaslian Hadith**

##### *A Study on Sources and Status of Hadith*

Kursus ini akan membincangkan secara mendalam mengenai kaedah *Takhrij al-Hadith*. Ia sangat penting kepada pelajar untuk memahami dan mencontohi jejak langkah imam-imam hadith dan menerangkan kedudukannya dari sudut penerimaan atau penolakan. Kursus ini akan membimbing pelajar untuk melakukan kerja ilmiah yang paling utama bagi seseorang pelajar hadith iaitu kaedah *Takhrij al-Hadith* untuk membezakan hadith yang sahih dan lemah.

*This course discusses the method of Takhrij al-Hadith used by the scholars of hadith in identifying the original sources of hadiths. It is vital for the student to understand and follow the footsteps of the highly recognized hadith scholars of the past in evaluating and tracing the sources of widely circulated hadith. Through this course, students will be able to understand the methodologies used to evaluate the status of hadiths and to differentiate the sound hadiths from the weak ones.*

#### **HIT 522/4 Tokoh-Tokoh Periwat Hadith**

##### *The Narrators of Hadith*

Kursus ini membincangkan mengenai para periwat hadith. Mereka adalah teras sanad yang menyambung antara pengkaji hadith dengan sumber matan. Sejarah mereka turut dikaji bagi memastikan kemunasabahan periwatan. Pada akhir kursus, pelajar akan mengenali perawi-perawi hadith yang bertanggungjawab meriwayatkan hadith-hadith sahih untuk faedah masyarakat Islam.

*This course aims to enlighten students on the scholarships of the narrators of hadiths. This is done through evaluating some of the materials contained in the original and most respected encyclopedia of hadith scholars in the past. At the end of the course students will be familiar with the narrators of who were responsible in separating sound hadiths for the benefit of the Muslim community.*

### **HIT523/24 Disertasi**

#### *Dissertation*

Pelajar akan diperkenalkan dengan metodologi penyelidikan dalam bidang hadith yang melibatkan pelbagai jenis pengumpulan dan analisis data serta teknik pembentangan selain penulisan akademik berdasarkan petunjuk al-Qur'an dan Sunnah termasuklah menggunakan pandangan dan pengalaman pengkaji-pengkaji Islam yang lepas. Pada akhir kursus, pelajar akan menghasilkan satu disertasi akademik yang bermutu tinggi, mereka akan menyerahkan disertasi yang lengkap sebanyak 25,000 patah perkataan dan maksimum 30,000 patah perkataan. Pelajar mesti melengkapkan dan lulus kursus-kursus teras pada semester pertama dan mencapai **PNGK sekurang-kurangnya 3.00** sebagai prasyarat untuk mendaftar disertasi.

*Candidates will be introduced to the appropriate research methodology in hadith with various kinds of data collection and analysis and presentation techniques in academic writings based on the guidance of the Qur'an and the Sunnah as well as the wisdom and the experiences of past Muslim researchers. They will hand in a completed of 25,000 words and a maximum of 30,000 words good dissertation at the end of the course. Students must complete and pass the core courses in the first semester and achieve a **CGPA of at least 3.00** as a prerequisite to register for the dissertation.*

### 3.5 Cadangan Pendaftaran Kursus Mengikut Semester

#### Proposed Course Registration By Semester

- a. Calon Penuh Masa - 1½ tahun (3 semester)  
Full Time Candidate – 1 ½ Years (3 semesters)

Kursus / Course	Thn/Yr. 1		Thn/Yr. 2
	Sem I	Sem II	Sem III
HIT 514/4 Metodologi Penyelidikan Hadith <i>Hadith Research Methodology</i>	√		
HIT 511/4 Sains al-Hadith <i>Science of Hadith</i>	√		
HIT 512/4 Analisis Kritis Matan Hadith <i>Critical Analysis on Hadith Texts</i>	√		
HIT 521/4 Kajian Sumber dan Keaslian Hadith <i>A Study on Sources and Status of Hadith</i>		√	
HIT 522/2 Tokoh-Tokoh Periwat Hadith <i>The Narrators of Hadith</i>		√	
HIT 523/24 Disertasi <i>Dissertation</i>			√
<b><u>Panduan Menyiapkan Disertasi</u></b>			
1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>	√		
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>		√	
3. Calon mendaftar untuk disertasi, membentangkan cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>			√



- b. Calon Sambilan – 2½ tahun (5 semester)  
Part Time Candidate – 2 ½ Years (5 semesters)

Kursus / Course	Thn/Yr. 1		Thn/Yr.2		Thn/Yr. 3
	Sem I	Sem II	Sem III	Sem IV	Sem V
HIT 514/4 Metodologi Penyelidikan Hadith <i>Hadith Research Methodology</i>	√				
HIT 511/4 Sains al-Hadith <i>Sciences of Hadith</i>		√			
HIT 512/4 Analisis Kritis Matan Hadith <i>Critical Analysis on Hadith Texts</i>		√			
HIT 521/4 Kajian Sumber dan Keaslian Hadith <i>A Study on Sources and Status of Hadith</i>			√		
HIT 522/2 Tokoh-Tokoh Periwat Hadith <i>The Narrators of Hadith</i>			√		
HIT 523/24 Disertasi <i>Dissertation</i>				√	√
<b><u>Panduan Menyiapkan Disertasi</u></b> 1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>		√			
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>			√		
3. Calon mendaftar untuk disertasi, membenteng cadangan kajian, menulis disertasi, menyerah disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>				√	√

**SARJANA SASTERA  
(LINGUISTIK DAN PENGAJIAN BAHASA INGGERIS)**

*MASTER OF ARTS  
(LINGUISTICS AND ENGLISH LANGUAGE STUDIES)*



#### 4.0 MASTER OF ARTS (LINGUISTICS AND ENGLISH LANGUAGE STUDIES)

##### 4.1 Introduction

The Master of Arts programme in Linguistics and English Language Studies aims to serve the needs of graduates who are interested in furthering their studies in Linguistic and English Language Studies by coursework and dissertation. The mixed-mode structure is designed for graduates interested in pursuing a coursework-based M.A. programme that is flexible. The flexibility of the programme lies in the dissertation component that allows candidates to do research on a particular area that is relevant to their experience and interests. Candidates who join this programme have the option of choosing part-time or full-time status to suit their personal and work schedule.

##### 4.2 Graduation Requirement

Type of Courses	Required Units	Weightage %
Core	12	30
Dissertation	28	70
<b>Total Units</b>	<b>40</b>	<b>100</b>

##### 4.3 Course Offering

Course	% CW	% EW	Sem I	Sem II
HET 514/3 Research Methods in Language Studies	100	-	√	-
HET 515/3 Linguistic Studies	60	40	√	-
HET 524/3 Psychology and Sociology of Language	60	40	-	√
HET 525/3 Perspectives in English Language Studies: Literacy and Literature	60	40	-	√
HET 526/28 Dissertation	100	-	√	√

Legend:

CW - Course Work

EW - Examination Assessment

#### **4.4 SYNOPSES OF COURSES**

##### **HET 514/3 Research Methods in Language Studies**

The course comprises fundamental topics in research, particularly those involved in language and linguistic research. Students will be equipped with the knowledge of research concepts and structures such as problem statements, research questions and objectives, research proposal, methodology as well as data analysis. In addition, qualitative and quantitative methods of research will also be emphasized in the course. Qualitative research issues such as qualitative data collection techniques as well as analysis methods such as textual analysis and literary criticism will be given emphasis. The course will equip students with relevant knowledge in quantitative research methodology issues such as types of data collection and techniques, research instrument design as well as statistical analysis techniques. Through a research proposal writing exercise, students will demonstrate their understanding of academic research including the search for a relevant research topic, development of research questions, contextualization of the research through a literature review, the use of relevant theories and appropriate methodology, analysis of the data and discussion of research findings.

##### **HET 515/3 Linguistic Studies**

The course serves as a foundation for more advanced work in linguistics. It explores core areas of linguistics, namely the sub fields of phonetics, phonology, morphology, syntax, semantics and pragmatics, and emphasizes the main conceptual foundations of linguistics and the methods of analysis, argumentation and justification within the field.

##### **HET 524/3 Psychology and Sociology of Language**

The course covers topics on the psychology and sociology of language that are pertinent for advanced level students. The psychology of language component of the course aims to stimulate discussion and ideas among students on central issues in the study of language processing. The topics that will be discussed are fundamental issues in the area of language acquisition and development. The sociology of language component covers the field of sociolinguistics and explores selected issues related to language and society. The component highlights a variety of relationships between language and society, including for example, language variation, societal multilingualism and language and gender. It also aims to develop the students' knowledge of the various approaches to the study of sociolinguistics to the point where they are able to conduct their own research, analyse and synthesize data acquired through sociolinguistic research of the speech community.

**HET 525/3 Perspectives in English Language Studies: Literacy and Literature**

The course will expose students to theoretical and critical issues related to literacy and literature. The literacy component enhances students’ knowledge of and critical engagement with forms of literacies currently sustainable to new economic and social realities. It encompasses multiliteracies, critical literacies and forms of literacies associated with information and multimedia technologies. The literature component interrogates the discourse of literary texts using a number of critical frameworks thereby sensitising readers to the ideological nature of literary discourse and the ways in which certain dominant ideas of nation, race, ethnicity and gender are ratified or challenged. The course develops students’ ability to think, interpret and evaluate differing views and perspectives – workplace skills which are much sought after by stakeholders in today’s knowledge-intensive society.

**HET 526/28 Dissertation**

The dissertation course requires students to carry out research in linguistics or literature under the guidance of a supervisor. Students will use primary and secondary information and design their research study appropriately. At the end of the course, they will hand in a completed dissertation of 25,000 words and a maximum of 30,000 words. Students must complete and pass the core courses in the first semester and achieve a **CGPA of at least 3.00** as a prerequisite to register for the dissertation.

**4.5 Proposed Course Registration by Semester**

- a. Full-time candidate – 1½ years (3 semesters)

<i>Course</i>	Year 1		Year 2
	Sem I	Sem II	Sem III
HET 514/3 Research Methods in Language Studies	√		
HET 515/3 Linguistic Studies	√		
HET 524/3 Psychology and Sociology of Language		√	
HET 525/3 Perspectives in English Language Studies: Literacy and Literature		√	
HET 526/28 Dissertation			√

1. The candidate identifies the topic and holds discussions with the supervisor.	√		
2. The candidate starts to write the proposal.		√	
3. The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.			√

b. Part-time Candidate – 3 years (6 semesters)

<i>Course</i>	Year 1		Year 2		Year 3	
	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI
HET 514/3 Research Methods in Language Studies	√					
HET 524/3 Psychology and Sociology of Language		√				
HET 515/3 Linguistic Studies			√			
HET 525/3 Perspectives in English Language Studies: Literacy and Literature				√		
HET 526/28 Dissertation					√	√
1. The candidate identifies the topic and holds discussions with the supervisor.		√				
2. The candidate starts to write the proposal.			√	√		
3. The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.					√	√

**SARJANA SAINS  
(BANDAR & KOMUNITI LESTARI)**

*MASTER OF SCIENCE  
(SUSTAINABLE CITIES AND COMMUNITIES)*





## 5.0 SARJANA SAINS (BANDAR DAN KOMUNITI LESTARI)

### MASTER OF SCIENCE (SUSTAINABLE CITIES AND COMMUNITIES)

#### 5.1 Pengenalan/Introduction

Program Sarjana Sains Bandar dan Komuniti Lestari bertujuan untuk menghasilkan graduan yang mampu menghayati dan menggunakan integrasi sastera dan sains dalam membincangkan isu penguasaan dan pentadbiran bandar dan komuniti lestari dalam konteks pembangunan dan pengurusan lestari. Fokus akan diberikan kepada hubungan manusia dan proses fizikal yang membentuk ekologi dan persekitaran bandar. Program ini mengkaji proses-proses sosial dan ekologi bandar yang bersifat kompleks dan pelbagai. Struktur program bersifat *fleksibel* bagi memberikan peluang kepada pelajar meningkatkan kefahaman dalam bidang tertentu dengan menjalankan penyelidikan berdasarkan minat, keupayaan, pendidikan masing-masing. Program ini ditawarkan secara penuh masa dan sambilan.

*The aim of this graduate program is to produce graduates who are able to appreciate and apply the integration of art-science (fusion) to address issues of management and governance of cities and sustainable communities in the context of sustainable development and management. The focus is also given to the intricate relationship between human and physical processes that shape the ecology and urban environment. This program will explore the social and ecological processes in a city that has complexity, conflict and diversity of its own. The programme structure is flexible to allow students the opportunities of enhancing certain field of studies by doing research topics based on their interest, ability and educational experience. This program is offered full time/part time basis.*

#### 5.2 Keperluan Pengijazahan /Graduation Requirement

Jenis Kursus/ Type of Courses	Keperluan Jam Kredit / Required Credit Hours	Pemberat/ Weightage %
Teras /Core	12	30
Disertasi /Dissertation	28	70
<b>Jumlah /Total</b>	<b>40</b>	<b>100</b>

### 5.3 Penawaran Kursus/Course Offering

Kursus/Course	% CW	% EW	Sem I	Sem II
HGG 511/3 Topik-Topik Terpilih Tentang Bandar Dan Komuniti Lestari <i>Selected Topics On Sustainable Cities And Communities</i>	100	-	√	-
HGM511/3 Bandar Dan Komuniti Lestari <i>Sustainable Cities And Communities</i>	40	60	√	√
HGT514/3 Kaedah Penyelidikan <i>Research Methods</i>	40	60	√	-
HGM512/3 Komuniti dalam Pengurusan Bandar <i>Communities in Urban</i>	40	60	-	√
HGP591/28 Disertasi <i>Dissertation</i>	100	-	√	√

Petunjuk /Legend:

CW - Kerja Kursus /Course Work

EW - Penilaian Peperiksaan /Examination Assessment

## **5.4 SINOPSIS KURSUS /SYNOPSIS OF COURSES**

### **HGG511/3 Topik-Topik Terpilih Tentang Bandar Dan Komuniti Lestari**

#### *Selected Topics On Sustainable Cities And Communities*

Kursus ini akan membuka peluang kepada pelajar-pelajar membuat penilaian kritikal dan ilmiah serta berbincang dalam topik-topik terpilih yang berfokus kepada aspek-aspek penting dalam bandar dan komuniti lestari. Perbincangan akan tertumpu kepada aspek-aspek kemampanan, persekitaran, sosial dan ekonomi bandar dan penghuninya. Pelajar dalam kursus ini perlu memilih beberapa topik dalam konteks perbandaran dan komuniti di Malaysia secara khususnya serta kaitan dengan proses perbandaran dan komuniti di negara-negara lain untuk kertas seminar, persembahan dan perbincangan di dalam kelas.

*This course requires critical academic evaluation and discussions on selected topics emphasizing on sustainable cities and communities. Discussions will focus on aspects of urban sustainability, environmental, socio-economic and its dwellers. Students are to select a few topics in the context of urbanization and community in Malaysia. They will present the relationship between local and international urbanization and community processes in seminars, presentations and class discussions.*

### **HGM511/3 Bandar Dan Komuniti Lestari**

#### *Sustainable Cities And Communities*

Kursus ini akan membincangkan keperluan bandar dan komuniti yang stabil dan lestari daripada segi ekonomi, persekitaran dan masyarakat, untuk kelestarian kehidupan komuniti pada masa kini dan pada masa hadapan. Kursus ini akan memberikan kemahiran asas dalam merancang dan merangka sebuah model bandar dan komuniti lestari berasaskan bandar sedia ada. Teori dan praktik merancang sebuah bandar dan komuniti lestari merangkumi penginputan data, pengolahan dan analisis, akan dibuat oleh pelajar menggunakan bandar sedia ada. Pelajar akan mendapat kemahiran dalam membina dan mengaplikasi model bandar dan komuniti lestari bagi menyelesaikan masalah ketidaklestarian bandar dan komuniti pada hari ini.

*This course will discuss the economic, environmental and community needs for stable and sustainable cities and communities in order to ensure sustainable livelihood of current and future communities. It will provide basic skills in planning and formulating a sustainable city and community model based on existing cities which covers data entry, processing and analysis. Students will acquire skills in developing and applying the sustainable city and community model to resolve the existing unsustainability practice in cities and communities.*

**HGM512/3 Komuniti Dalam Pengurusan Bandar**  
*Communities In Urban Management*

Kursus ini akan membincangkan keperluan komuniti lestari bagi sesebuah bandar. Ia mencakupi soal demografi, nilai, kesedaran dan pengamalan undang-undang, keselamatan, pencegahan jenayah, penyediaan ruang bagi interaksi komuniti, seperti kawasan lapang dan rumah ibadat untuk mewujudkan hubungan kaum yang baik bagi kelestarian kehidupan komuniti pada masa kini dan pada masa hadapan. Kursus ini akan memberikan kemahiran asas dalam merancang dan merangka sebuah model komuniti lestari berasaskan bandar sedia ada. Teori dan praktik merancang dan mewujudkan komuniti lestari merangkumi penginputan data, pengolahan dan analisis, akan dibuat oleh pelajar menggunakan bandar sedia ada. Pelajar akan mendapat kemahiran dalam membina dan mengaplikasi model komuniti lestari bagi menyelesaikan masalah ketidaklestarian komuniti dan bandar pada hari ini.

*This course will discuss the needs of sustainable communities in the city. It includes topics on demography, values, legal awareness and implementation, security, crime prevention, allocation of space for community interaction, such as open space and places of worship, to cultivate harmonious relationship among ethnic groups in order to maintain existing sustainable community livelihood and of the future. The course will provide basic skills in planning and drafting a sustainable community model based on existing cities. Theoretical and practical aspects of planning and developing sustainable community involve data input, manipulation and analysis; will be conducted by students based on an existing city. Students will gain skills in developing and applying sustainable community model to solve the unsustainability problems in communities and cities today.*

**HGT514/3 Kaedah Penyelidikan**  
*Research Methods*

Kursus ini akan memberikan kemahiran dalam mereka bentuk projek penyelidikan dan menggalakkan pelajar mengenal pasti kekuatan dan kelemahan kaedah-kaedah berbeza dalam menyelesaikan masalah berkaitan dengan bandar dan komuniti lestari. Antara kemahiran yang akan diberikan adalah seperti penggunaan kaedah kualitatif dan kuantitatif dalam penyelidikan berkaitan dengan bandar dan komuniti lestari. Penekanan akan diberikan kepada penggunaan kaedah statistik dalam menganalisis data dan menyelesaikan permasalahan berkaitan dengan bandar dan komuniti.

*This course will equip students with skills in designing research projects and encourage students to identify strengths and weaknesses of various methods in solving cities and communities-related problems. Among the skills that will be taught include the use of qualitative and quantitative methods in research related to sustainable cities and communities. Emphasis will be given to the use of statistical methods to analyze data and solve problems related to the city and the community.*

**HGP591/28 Disertasi**

*Dissertation*

Kursus ini memberi peluang kepada pelajar bagi menyediakan sebuah penyelidikan ilmiah yang boleh menunjukkan keupayaan menguasai dan mengaplikasi kemahiran menyelesaikan masalah melalui penyelidikan berkaitan dengan bandar dan komuniti lestari. Pada akhir kursus, pelajar akan menghasilkan satu disertasi akademik yang bermutu tinggi, mereka akan menyerahkan disertasi yang lengkap sebanyak 25,000 patah perkataan dan maksimum 30,000 patah perkataan. Pelajar mesti melengkapkan dan lulus kursus-kursus teras pada semester pertama dan mencapai **PNGK sekurang-kurangnya 3.00** sebagai prasyarat untuk mendaftar disertasi.

*This course enables the students to carry out independent academic research which will allow them to show their abilities in solving problems related to urban and sustainable communities. They will hand in a completed of 25,000 words and a maximum of 30,000 words good dissertation at the end of the course. Students must complete and pass the core courses in the first semester and achieve a CGPA of at least 3.00 as a prerequisite to register for the dissertation.*

**5.5 Cadangan Pendaftaran Kursus Mengikut Semester**  
**Proposed Course Registration by Semester**

- a. Calon Penuh Masa – 1 tahun (2 semester)  
*Full Time Candidate – 1 Years (2 semesters)*

Kursus/Course	Thn/Yr. 1	
	Sem I	Sem II
HGG 511/3 Topik-Topik Terpilih Tentang Bandar Dan Komuniti Lestari <i>Selected Topics On Sustainable Cities And Communities</i>	√	
HGM511/3 Bandar Dan Komuniti Lestari <i>Sustainable Cities And Communities</i>	√	
HGT514/3 Kaedah Penyelidikan <i>Research Methods</i>	√	
HGM512/3 Komuniti dalam Pengurusan Bandar <i>Communities in Urban Management</i>		√
HGP591/28 Disertasi <i>Dissertation</i>		√

<p><b><u>Panduan Menyiapkan Disertasi</u></b></p> <p>1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i></p>	√	
<p>2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i></p>	√	
<p>3. Calon mendaftar untuk disertasi, membenteng cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i></p>		√

- b. Calon Sambilan - 2 tahun (4 semester)  
*Part Time Candidate – 2 Years (4 semesters)*

Kursus / Course	Thn/Yr. 1		Thn/Yr. 2	
	Sem I	Sem II	Sem III	Sem IV
<p>HGG 511/3 Topik-Topik Terpilih Tentang Bandar Dan Komuniti Lestari <i>Selected Topics On Sustainable Cities And Communities</i></p>			√	
<p>HGT514/3 Kaedah Penyelidikan <i>Research Methods</i></p>	√			
<p>HGM512/3 Komuniti dalam Pengurusan Bandar <i>Communities in Urban</i></p>		√		
<p>HGM511/3 Bandar Dan Komuniti Lestari <i>Sustainable Cities And Communities</i></p>	√			
<p>HGP591/28 Disertasi <i>Dissertation</i></p>				√

<b><u>Panduan Menyiapkan Disertasi</u></b>				
1. Calon mula mengenal pasti tajuk dan berbincang dengan penyelia. <i>The candidate identifies the topic and holds discussions with the supervisor.</i>	√			
2. Calon mula menulis cadangan kajian. <i>The candidate starts to write the proposal.</i>		√		
3. Calon mendaftar untuk disertasi, membentangkan cadangan kajian, menulis disertasi, menyerahkan disertasi dan menghadiri viva. <i>The candidate registers for the dissertation, presents the proposal, writes the dissertation, submits the dissertation and attends the viva.</i>			√	√





# **BAGAIMANA MENULIS PETIKAN DAN SENARAI RUJUKAN**

*HOW TO WRITE CITATIONS AND REFERENCES*





## C. HOW TO WRITE CITATIONS AND REFERENCES

In writing your thesis or dissertation, you are required to properly acknowledge articles, books, chapter(s) in books, website and other sources referred to within a text. These sources will also have to be acknowledged in the reference list. A system therefore, will have to be selected and applied consistently. The APA (American Psychological Association) systems is one of the many styles which can be utilized in writing the brief citations in the text and the full citations in the reference list. Besides the APA system, other systems such as the Chicago style, the Harvard style, the ASA (American Sociological Association) style and the MLA (Modern Language Association) style can also be used.

**\*Note:** All the following examples are extracted from the 6th edition of *The Publication Manual of the American Psychological Association*. (2011). For further information please refer to Chapters 6 and 7 of the book.

### A: In-text Citation

#### 1. One Work by One Author

The author-date method of citation requires that the surname of the author (do not include suffixes such as *Jr.*) and the year of publication be inserted in the text at the appropriate point:

Kessler (2003) found that among epidemiological samples Early onset results in a more persistent and severe course (Kessler, 2003).

#### 2. One Work by Multiple Authors

Kisangau, Lyaruu, Hosea, and Joseph (2007) found [Use as first citation in text.]  
Kisangau et al. (2007) found [Use as subsequent first citation per paragraph thereafter.]

Kisangau et al. Found [Omit year from subsequent citations after first nonparenthetical citation within a paragraph. Include the year in subsequent citations if first citation within a paragraph is parenthetical]

### 3. Works With No Identified Author or With an Anonymous Author

When a work has no identified author, cite in text the first few words of the reference list entry (usually the title) and the year. Use double quotation marks around the title of an article, a chapter, or a web page and italicize the title of a periodical, a book, a brochure, or a report:

On free care ("Study Finds," 2007)

The book *College Bound Seniors* (2008)

(Anonymous, 1998)

### 4. Two or More Works Within the Same Parentheses

Order the citations of two or more works within the same parentheses alphabetically in the same order in which they appear in the reference list (including citations that would otherwise shorten to *et al.*)

Training materials are available (Department of Veterans Affairs, 2001, 2003)

Past research (Gogel, 1990, 2006, in press)

Several studies (Derryberry & Reed, 2005a, 2005b, in press-a; Rothbart, 2003a, 2003b)

Several studies (Miller, 1999; Shafraanske & Mahoney, 1998)

(Minor, 2001; see also Adams, 1999; Storandt, 2007)

### 5. Secondary Sources

Allport's diary (as cited in Nicholson, 2003).

### 6. Classical Works

(Aristotle, trans. 1931)

James (1890/1983)

1 Cor. 13:1 (Revised Standard Version)

(Qur'an 5:3-4)

## 7. Abbreviations.

<b>Abbreviations</b>	<b>Book or publication part</b>
ed.	Edition
Rev. ed.	Revised edition
2nd ed.	Second edition
Ed. (Eds.)	Editor (Editors)
Trans.	Translator(s)
n.d.	no date
p. (pp.)	page (pages)
Vol.	Volume (as in Vol. 4)
Vols.	Volumes (as in Vols. 1-4)
No.	Number
Pt.	Part
Tech. Rep.	Technical Report
Suppl.	Supplement

## B: References List

### 1. Order of References

- One-author entries by the same author are arranged by year of publication, the earliest first:  
Upenieks, V. (2003).  
Upenieks, V. (2005).
- One-author entries precede multiple-author entries beginning with the same surname (even if the multiple-author work was published earlier):  
  
Alleyne, R. L. (2001).  
Alleyne, R. L., & Evans, A. J. (1999).
- References with the same first author and different second or third authors are arranged alphabetically by the surname of the second author or, if second author is the same, the surname of the third author, and so on:  
  
Boockvar, K. S., & Burack, O. R. (2007).  
Boockvar, K. S., Carlson LaCorte, H., Giambanco, V., Friedman, B., & Siu, A. (2006).

Hayward, D., Firsching, A., & Brown, J. (1999).

Hayward, D., Firsching, A., & Smigel, J. (1999).

- References with the same authors in the same order are arranged by year of publication, the earliest first:

Cabading, J. R., & Wright, K. (2000).

Cabading, J. R., & Wright, K. (2001).

- References by the same author (or by the same two or more authors in the same order) with the same publication date are arranged alphabetically by title (excluding *A* or *The*).

## 2. Editors.

Author, A. A. (2008). Title of chapter. In E. E. Editor (Ed.), *Title of book* (pp. xx-xx). Location: Publisher.

## 3. In-press article posted in a preprint archive

Briscoe, R. (in press). Egocentric spatial representation in action and perception.

Philosophy and Phenomenological Research. Retrieved from <http://cogprints.org/5780/1/ECSRAP.F07.PDF>

## 4. Magazine article

Chamberlin, J., Novotney, A., Packard, E., & Price, M. (2008, May). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. *Monitor on Psychology*, 39(5), 26-29.

## 5. Online magazine article

Clay, R. (2008, June). Science vs. Ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology*, 39(6). Retrieved from <http://www.apa.org/monitor/>

## 6. Newspaper article

Schwartz, J. (1993, September 30). Obesity affects economic, social status. The Washington Post, pp. A1, A4.

## 7. Online newspaper article

Brody, J. E. (2007, December 11). Mental reserves keep brain agile. The New York Times. Retrieved from <http://www.nytimes.com>.

**8. Monograph as part of journal issue**

Ganster, D. C., Schaubroeck, J., Sime, W. E., & Mayes, B. T. (1991). The nomological validity of the Type A personality among employed adults [Monograph]. *Journal of Applied Psychology*, 76, 143-168.

**9. Abstract as original source**

Woolf, N. J., Young, S. L., Fanselow, M. S., & Butcher, L. L. (1991). MAP-2 expression in cholinceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning [Abstract]. *Society for Neuroscience Abstracts*, 17, 480.

**10. Abstract as secondary source**

Hare, L. R., & O'Neill, K. (2000). Effectiveness and efficiency in small academic peer groups. *Small Group Research*, 31, 24-53. Abstract retrieved from Sociological Abstracts database. (Accession No. 200010185)

**11. Books, Reference Books, and Book Chapters**

- For an entire book, use the following reference formats:

Author, A. A. (1967). *Title of work*. Location: Publisher.

Author, A. A. (1997). *Title of work*. Retrieved from <http://www.xxxxxxx>

Editor, A. A. (Ed.). (1986). *Title of work*. Location: Publisher.

- For a chapter in a book or entry in a reference book, use the following formats:

Author, A. A., & Author, B. B. (1995). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of Book* (pp. xxx-xxx). Location: Publisher.

Author, A. A., & Author, B. B. (1993). Title of chapter or entry. In A. Editor & B.

Editor (Eds.), *Title of Book* (pp. xxx-xxx). Retrieved from <http://www.xxxxxxx>

Author, A. A., & Author, B. B. (1995). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of Book* (pp. xxx-xxx).

**Note :** If there are no page numbers, the chapter or entry title is sufficient.

- For an entry in a reference work with no byline, use the following formats:

Title of entry. (1998). In A. Editor (Ed.), *Title of reference work* (xx ed. Vol. xx, pp. xxx-xxx). Location: Publisher.

Title of entry. (1998). In *Title of reference work* (xx ed. Vol. xx). Retrieved from <http://www.xxxxxxxx>

**12. Entire book, print version**

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency*. London, England: Taylor & Francis.

**13. Electronic version of print book**

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency* [DX Reader version]. Retrieved from

<http://www.ebookstore.tandf.co.uk/html/index.asp>

Schiraldi, G. R. (2001). *The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth* [Adobe Digital Editions version].

**14. Electronic-only book**

O'Keefe, E. (n.d.). *Egoism & the crisis in Western values*. Retrieved from <http://www.onlineoriginals.com/showitem.asp?itemID=135>

**15. Book chapter, print version**

Haybron, D. M. (2008). Philosophy and the science of subjective well-being. In M. Eid & R. J. Larsen (Eds.), *The science of subjective well-being* (pp. 17-43). New York, NY: Guilford Press.

**16. Book chapter, English translation, reprinted from another source**

Piaget, J. (1988). Extracts from Piaget's theory (G. Gellerier & J. Langer, Tran.). In K. Richardson & S. Sheldon (Eds.), *Cognitive development to adolescence: A reader* (pp. 3-18). Hillsdale, NJ: Erlbaum. (Reprinted from *Manual of child psychology*, pp. 703-732, by P. H. Mussen, Ed., 1970, New York, NY: Wiley)

**17. Reference book**

VandenBos, G. R. (Ed.). (2007). *APA dictionary of psychology*. Washington, DC: American Psychological Association.

**18. Entry in an online reference work**

Graham, G. (2005). Behaviorism. In E. N. Zalta (Ed.), *The Stanford encyclopedia of Philosophy* (Fall 2007 ed.). Retrieved from

<http://plato.stanford.edu/entries/behaviorism/> (Retrieved date)



**19. Entry in an online reference work, no author or editor**

Heuristic. (n.d.). In *Merriam-Webster's* online dictionary (11th ed.). Retrieved from <http://www.m-w.com/dictionary/heuristic> (Retrieved date)

**20. Meetings and Symposia**

- Symposium contribution:

Muellbauer, J. (2007, September). Housing, credit, and consumer expenditure. In S. C. Ludvigson (Chair), *Housing and consumer behavior*. Symposium conducted at the meeting of the Federal Reserve Bank of Kansas City, Jackson Hole, WY.

- Conference paper abstract retrieved online:

Liu, S. (2005, May). *Defending against business crises with the help of intelligent agent based early warning solutions*. Paper presented at the Seventh International Conference on Enterprise Information Systems, Miami, FL. Abstract retrieved from [http://www.iceis.org/iceis2005/abstracts\\_2005.htm](http://www.iceis.org/iceis2005/abstracts_2005.htm). (Retrieved date)

- Proceedings published regularly online:

Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. *Proceedings of the National Academy of Sciences, USA*, 105, 12593-12598. Doi:10.1073/pnas.0805417105

- Proceedings published in book form:

Katz, I., Gabayan, K., & Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. Popescu, & P. Scheunders (Eds.), *Lecture Notes in Computer Science: Vol. 4678. Advanced Concepts for Intelligent Vision Systems* (pp. 97-108).

**21. Doctoral Dissertations and Master's Theses**

- For a doctoral dissertations and master's theses available from a database service, use the following reference template:

Author, A. A. (2003). *Title of doctoral dissertation or master's thesis* (Doctoral dissertation or master's thesis). Retrieved from Name of database. (Accession or Order No.)

- For an unpublished dissertation or thesis, use the following template:

Author, A. A. (1978). *Title of doctoral dissertation or master's thesis* (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.

- Master's thesis, from a commercial database:

McNiel, D. S. (2006). *Meaning through narrative: A personal narrative discussing growing up with an alcoholic mother* (Master's thesis). Available from ProQuest Dissertations and Theses database. (UMI No. 1434728).

- Doctoral dissertation, from an institutional database:

Adams, R. J. (1973). *Building a foundation for evaluation of instruction in higher education and continuing education* (Doctoral dissertation). Retrieved from <http://www.ohiolink.edu/etd/> (Retrieved date)

- Doctoral dissertation, from the web:

Bruckman, a. (1997). *MOOSE Crossing: Construction, community, and learning in a networked virtual world for kids* (Doctoral dissertation, Massachusetts Institute of Technology). Retrieved from <http://wwwstatic.cc.gatech.edu/~asb/thesis/> (Retrieved date)

## 22. Audiovisual Media

Audiovisual media include motion pictures; audio or television broadcasts (including podcasts); and static objects such as maps, artwork, or photos.

- For a motion picture, use the following format:

Producer, A. A. (Producer), & Director, B. B. (Director). (Year). *Title of motion picture* [Motion picture]. Country of Origin: Studio.

- For a music recording, use the following format:

Writer, A. (Copyright year). Title of song [Recorded by B. B. Artist if different from writer]. On Title of album [Medium of recording: CD, record, cassette, etc.] Location: Label. (Data of recording if difference from song copyright date)

- Video

American Psychological Association (Producer). (2000). *Responding therapeutically* to patient expressions of sexual attraction [DVD]. Available from <http://www.apa.org/videos/>

- Map retrieved online

Lewis County Geographic Information Services (Cartographer). (2002). Population density, 2000 U.S. Census [Demographic map]. Retrieved from [http://www.co.lewis.wa.us/publicworks/maps/Demographics/census-pop\\_dens\\_2000.pdf](http://www.co.lewis.wa.us/publicworks/maps/Demographics/census-pop_dens_2000.pdf). (Retrieved date)

### 23. Unpublished and Informally Published Works

- Unpublished manuscript with a university cited:

Blackwell, E., & Conrod, P. J. (2003). A five-dimensional measure of drinking motives. Unpublished manuscript, Department of Psychology, University of British Columbia, Vancouver, Canada.

- Manuscript in progress or submitted for publication:

Ting, J. Y., Florsheim, P., & Huang, W. (2008). *Mental health help-seeking in ethnic minority populations: A theoretical perspective*. Manuscript submitted for publication.

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### Reference

*Publication Manual of the American Psychological Association*. (2011). (16th ed.) Washington, DC: American Psychological Association.



# LAMPIRAN

*APPENDIX*





**BIDANG KEPAKARAN STAF AKADEMIK**  
*THE AREAS OF SPECIALIZATION OF THE ACADEMIC STAFF*

<b>LITERATURE</b>		
<b>PROFESSOR</b>		
No.	Name	Area of Specialization
1	Dato' Seri Md Salleh Yaapar BA (UM), MA (Phillipp), PhD (Temple), Cert.Ed.	Comparative Literature
<b>SENIOR LECTURER</b>		
3	Halimah Mohamed Ali BA (USM), MA (Warwick), PhD (UKM) Cert. Ed (MPSI)	English Literature, Comparative Literature
4	Mohamad Luthfi Abdul Rahman BA, MA (USM), PhD (UKM)	Traditional Malay Literature
5	Rosnidar Ain BA (UM), MA, PhD (UiTM)	Literature and New Media (Cyber literature, interactive literature, electronic literature, digital literature), Creative Writing (short stories, poetry, novels, drama), Visual Communication
6	Saravanan P. Veeramuthu Dip Ed, BA, MEd, PhD (UM)	Modern Literature, Comparative Studies and National Identity and Culture of Malaysian Malay Literature
7	Wan Hasmah Wan Teh BA, MA (USM), PhD (UiTM)	Literature and Film, Comparative Literature
8	Mohd Shahremy Ikmal Shahbudin MA (UUM), PhD (UUM)	Psikolinguistik Bahasa Melayu, Bahasa Internet, Linguistik Sintaks Malay Language Contemporary
9	Nadiatul Shakinah Abdul Rahman PhD (UPM), Bachelor Sastera (UPM)	Kesusasteraan Melayu (Sastera Tradisional, Sastera Hikayat, Sastera Islam, Manuskrip Melayu, Filologi, Emosi dan Psikologi, Sastera Moden)

<b>GEOGRAPHY</b>		
<b>PROFESSOR</b>		
1	Dato' Narimah Samat BSc (SWT, Texas), MA (USM), PhD (Leeds)	Geographic Information System (GIS) and Urban & Landuse Planning, Remote Sensing
2	Chan Ngai Weng BA (UM), MA (Climatology and Meteorology) (UM), PhD (Middlesex)	Water Resources, Hydrology & Flood Hazard Management, Climatology
<b>ASSOCIATE PROFESSOR</b>		
3	Anisah Lee Abdullah BSc (USM), MSc (Asian Institute of Technology), PhD (Middlesex)	Environmental Remote Sensing, Integrated Coastal Zone Management, Coral Reef Studies

**GEOGRAPHY****ASSOCIATE PROFESSOR**

4	Sharifah Rohayah Sheikh Dawood BA (USM), MA, PhD (Leeds)	Economic Geography, Transport Geography, Regional Studies
<b>SENIOR LECTURER</b>		
5	Nooriah Yusof BA, MA (USM), PhD (UKM)	Economic & Industrial Geography
6	Wan Mohd Muhiyuddin Wan Ibrahim BSc, MSc (UKM), PhD (USM)	GIS, Remote Sensing, GeoHazard Analysis, Physical Geography, Landslide
7	Asyirah Abdul Rahim BSc (Ecology) (UM), MSc (Planning), PhD (Environmental Management (USM)	Environmental Management, Environmental Management System (EMS)
8	Tan Mou Leong B.Sc.(Hons)(UTM), PhD (UTM)	Remote Sensing, GIS, Ciimatology, Hydrology and Water Resources
9	Azimah Abd Rahman B.Sc. (Hons) (UTM), PhD (USM)	Animal Behavior, Geographic Information System (GIS), Migratory Bird and Mangrove
10	Mohammad Javad Maghsoodi Tilaki B.Sc. (Mazandaran State University,Iran), M. Sc. ( Islamic Azad University, Iran), PhD (USM)	Urban Planning and Management
11	Mohd Amirul Mahamud PhD (USM), M.Sc. (USM), B. Sc. (Hons) USM	Geographic Information System (GIS)
12	Mohd Azmeer Abu Bakar BSc (USM), MSc (USM), PhD (USM)	Human Geography, Poverty, Socio-economic issue, Ecosystem Services

**MALAY LANGUAGE****SENIOR LECTURER**

1	Mohd Khaidir Abdul Wahab Bac.of Education (UPM), Master of Education (UPSI) , PhD (UPSI)	History of Malay Language, Pedagogy of Malay Language, Philosophy of Language, Ethnic Relations
2	Norsofiah Abu Bakar Bac. Of Education (USM) , MA (USM), PhD (USM)	Pengajian Bahasa Malaysia dan Linguistik Klinikal
3	Dr. Jong Hui Ying B.A. (Ed) (Hons.) (USM), MA (USM) Ph.D (USM)	Psycholinguistics, Clinical Linguistic, Neurolinguistics, Language Impairment, Music Therapy
4	Hasmidar Hassan BA (UKM), Sarjana Sastera (USM), PhD (UKM)	Linguistik Bahasa Melayu

**MALAY LANGUAGE****SENIOR LECTURER**

5	Zulfati Izazi Zulkifli BA (UKM), Sarjana Sastra (USM), PhD (USM)	Sociolinguistics, Discourse Studies
6	Abd Ganing Laenggang	Bahasa Melayu, Morfologi, Sintaksis, Pragmatik, semantik.
<b>LECTURER</b>		
7	Norhaniza Abdul Khairi BA (UM), MA (USM), Bachelor Pendidikan (UPM)	Malay Language

**TRANSLATION AND INTERPRETATION****ASSOCIATE PROFESSOR**

1	Goh Sang Seong BA, MA, PhD (USM)	Mandarin - Malay Translation
2	Haslina Haroon B.Ed. TESL (UKM), MA in Translation Studies, PhD in Translation Studies (Warwick)	The Publication of Translation, Translation History, Translation Studies
3	Idris Mansor BA (Jordan), MA (UKM), PhD (Leeds)	Translation Studies; Arabic-Malay translation; Intralingual Translation; Jawi (Arabic-influenced Malay script) – Rumi (Malay Roman alphabet)

**SENIOR LECTURER**

4	Leelany Ayob BEd TESL (Univ. of Winnipeg, Canada), MA (Translation Studies) (Univ. of Birmingham, England), PhD (Linguistics and Translation / Interpreting) (Heriot-Watt University, Scotland)	TESL, Text-Linguistics (Pragmatics, Register, Semiotic), Training Translator and Interpreters
5	Wan Rose Eliza Abdul Rahman BEd TESOL (Warwick, UK), MA (London), PhD (Norwich, UK)	TESOL, General Linguistics & Translation Studies
6	Anis Shahirah Abdul Sukur BA, MA (USM), PhD (UM)	Translation Studies, Editing, Translation (Media)
7	Chow Yean Fun B.A (Hons) USM, PhD (USM)	Translation Studies: An Analysis of Translation Procedures of Japanese Manga into Malay from a Social Semiotic Multimodal Perspective, Translation with Interpretation
8	Atikah Zabir BA (Macquarie University), MA (USM), PhD (USM)	Psycholinguistics, Clinical Linguistic, Neurolinguistics, Language Impairment, Music Therapy



**HISTORY****PROFESSOR**

1	Datin Mahani Awang @ Musa BA, MA (USM), PhD (UM)	Malaysian Social and Political History
<b>ASSOCIATE PROFESSOR</b>		
2	Muhamad Hasrul Zakariah BA Ed (USM), MA, PhD (UKM)	Modern Middle East History, International & Diplomatic History, Arab-Israel Conflict, British Foreign Policy (Middle East)
3	Nazarudin Zainun BA (UI), MA, PhD (USM)	Socioeconomics History, Economic Depressions of the 1920's- 1930's and Revolution in Indonesia
<b>SENIOR LECTURER</b>		
4	Azmi Arifin BA Ed, MA (USM) PhD (UKM)	Malay History, Historiography
5	Tan Chee Seng B A (Hons) (USM), MA (USM), PhD (National University of Singapore)	Sejarah China Moden, Sejarah Orang Cina Seberang Laut
6	Norasmahani Hussain MA (UM), B.A. (Ed) (Hons), (USM) PhD (Leeds)	History of Europe
7	Mohamad Khairul Anuar Mohd Rosli PhD (UM), MA (UM), Bachelor of Arts (Hons) (UM)	Social History, Malaysian History, History (Major) & Environmental Studies (Minor)
8	Siti Noor Hafizah Mohamed Sharif BA, MA, PhD (USM)	Socioeconomic History of Malaysia, Local History
9	Abdul Rahman Mad Ali @ abang BA, MA, PhD (UMS)	Sejarah Malaysia, Sejarah Ketenteraan Malaysia (Konfrontasi Indonesi-Malaysia, (1963-1966) serta Sejarah Sejarah Sabah dan Sarawak.

**ISLAMIC STUDIES****PROFESSOR**

1	Noor Shakirah Mat Akhir BA (IIUM), MA (Manchester), PhD (Leeds)	Islamic Thought
<b>ASSOCIATE PROFESSOR</b>		
2	Atikullah Abdullah BA (UM), MA, PhD (Birm.)	Syariah (Islamic Law, Islamic Economic, Islamic Political Science)
3	Jasni Sulong B. Syariah, M. Syariah. PhD Syariah (UM)	Administration of Islamic Law in Malaysia, Faraid & Bequeth
4	Dato' Mohd Asri Zainul Abidin @ Abdul Talib BA (Univ. of Jordan), MA (USM), PhD (UIA)	Hadith, Ilmu Hadith, Fiqh, Usul Al-Fiqh, Tafsir, Ulum Al-Tafsir, Islamic History
5	Mohd Nizam Sahad BA (Usul), MA (Usul), PhD (Usul) (UM)	Aqidah & Islamic Thought, Religion & Society

## ISLAMIC STUDIES

### ASSOCIATE PROFESSOR

6	Mohd Farid Mohd Sharif B.Syariah, M.Usul (UM), PhD (Edinburgh)	Dakwah and Islamic Thought
<b>SENIOR LECTURER</b>		
7	Mohammad Amir Wan Harun BA (Mu'tah University, Jordan), PhD (UTM)	Islamic Medicine, Islamic Dietary (Halal)
8	Roshimah Shamsudin BA (UIAM), M.Usul (UM), PhD (USM)	Hadith, Sirah, Islamic History
9	Umar Muhammad Noor BA (IAIN Syarif Hidayatullah, Indonesia), Master (OM Durman University, Sudan), PhD (University of Malaya)	Tafsir Hadith (Interpretation of Prophet Deed), Islamic Studies (Sunnah Wa ' Ulum Al-Hadith), Al-Hadith (Religion)
10	Thuraya Ahmad Bachelor of Usuluddin (University of Al-Azhar, Eryp), Master of Usuluddin (University of Al-Azhar, Eryp), Ph.D (University of Malaya)	Science of Hadith, Philology of Islamic Arabic Manuscripts, Translation of Text of Hadith

## LINGUISTICS AND ENGLISH LANGUAGE STUDIES

### PROFESSOR

1	Hajar Abdul Rahim BSc English Education, MA TESL (SIU-C), PhD (Reading)	TESL and Linguistics
<b>ASSOCIATE PROFESSOR</b>		
2	Mohamad Rashidi Mohd Pakri BA (English) (Wisconsin), MA (English) (USM), PhD (English) (UM)	Colonial and Post-Colonial Literature, Malaysian Literature in English Bibliographical Writing
<b>SENIOR LECTURER</b>		
3	Agnes Liau Wei Lin BA, MA (UM), PhD (Cambridge)	English Literature, American Literature
4	Suzana Muhammad BA, MA (USD), PhD (Indiana Univ. of Pennsylvania)	Literacy Criticism, Literary Theory, Feminist Criticism, Modern English and American Literature, Cultural Analysis
5	Nurul Farhana Low Abdullah BA (ELLS) (USM), MPhil (Critical Theory) (Birmingham) PhD (Shakespeare and Critical Theory) UM	Critical Theory - Psychoanalysis; New Historicism/ Cultural Materialism; Colonialism and Postcolonialism; Shakespeare- Performance and Adaptation
6	Rita Abdul Rahman Ramakrishna B. Ed. TESL (UKM), MA (English Language Studies) (UKM), PhD (Curtin)	New Varieties of English, New Varieties of English in Postcolonial Literatures, Sociolinguistics
7	Ang Leng Hong BA Ed, MA (USM), PhD (UKM)	Corpus Linguistics, Vocabulary and Phraseology Studies

## LINGUISTICS AND ENGLISH LANGUAGE STUDIES

### SENIOR LECTURER

8	Grace Chin Voon Sheong B.A (Hons.) (UM), M.A(UM), PhD (University of Hong Kong)	Silence, censorship, and freedom in literature, Changing identities in modernising / globalising Asia, Minority literature of the Chinese in diaspora, Glocal Southeast Asian literature in English, Postcolonial, Asian literature and cinema, Nation and state power in Southeast Asia, Asian female body and sexuality, Gender and migration, Postcolonial and transnational feminism, Ethnicity and race formation studies, Affect and cultural studies of emotion.
9	Kumaran Rajandran B.B.A(Hons)(UNITAR),M.A(UKM),PhD (UM)	Linguistik.
10	Moussa Pourya Asi B.A, MA (Azarbaijan Shahid Madani University of Tabriz, Iran), Phd (USM)	Diasporic Literature, Middle East Studies, Cultural Studies, Auto-/Biography and Memoir
11	Hicham Lahlou B.A (Abdelmalek Essaadi University,Morocco), M.A (UKM), PhD (USM)	Applied Linguistics, Cognitive Linguistics
12	Cherish How PhD (UM), MA (UM), BA Ed (Hons) (Unisel), BA Ed TESL (Unisel)	Sociolinguistics
<b>LECTURER</b>		
13	Yasir Azam B.A (Hons.) (USM), M. A (University of Manchester), PhD (University of Essex)	Morphology

## PHILOSOPHY AND CIVILIZATION

### ASSOCIATE PROFESSOR

1	Muhammad Azizan Sabjan B.Is.Ed.(UM), MA, PhD (UIAM)	Comparative Religion, Islamic Thought, Islamic Science, Islam & Asian Civilization, Islamic Studies, Islamic Education
2	Suhaila Abdullah BA (IIUM), MA, PhD (UM)	Civilization Studies, Islamic & Malay Thought
<b>SENIOR LECTURER</b>		
3	Aiza Maslan @ Baharudin BA (IIUM), MA, PhD. (UM)	Civilization and History
4	Peter Gan Chong Beng B. Theol. (Melbourne), B.A. (Monash), M.Soc. Sc (USM), Ph D (Monash)	Philosophy of Religion Particularly Mysticism Metaphysics

**PHILOSOPHY AND CIVILIZATION****SENIOR LECTURER**

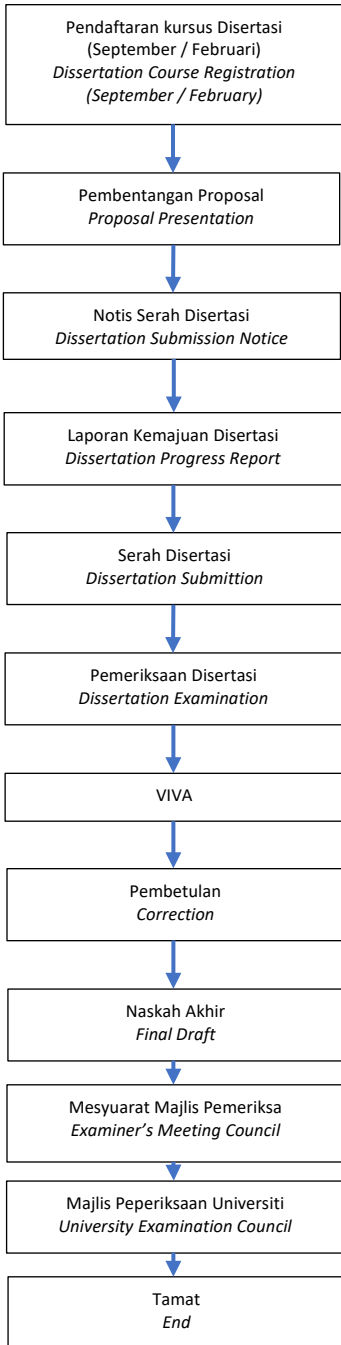
5	Shohana Hussin B.A. (USM), MA, PhD (UM)	Civilization Studies, Islamic & Malay Thought
6	Mohd Syahmir Alias B.Sc., M.Soc.Sc., Ph.D. (USM)	Philosophy of Science, Epistemology, Islamic Research Methodology, Islamic Thought, Islamic Science
7	Nur Izzaty Mohamad BA, MA, PhD (UKM)	Civilisation Studies (Development of Administration), Phenomenology, Research Methodology

# CADANGAN CARTA ALIR DISERTASI: IJAZAH SARJANA MELALUI MOD CAMPURAN

## PROPOSED DISSERTATION FLOWCHART: MASTER'S DEGREE BY MIXED MODE

Penyelidikan perlu bermula sewaktu proses prapendaftaran dilakukan iaitu satu semester sebelum pendaftaran Disertasi. Borang pelantikan Penyelia/prapendaftaran perlu diserahkan kepada pihak pentadbiran pada/sebelum minggu ulang kaji (sebelum peperiksaan bermula) pada semester sebelum pelajar mendaftar kursus Disertasi

*Supervision needs to start when the pre-registration process is done, which is one semester before the Dissertation registration. The Supervisor/pre-registration appointment form must be submitted to the administration on/before the review week (before the exam begins) in the semester before the student registers for the Dissertation course*



Penuh Masa: **Minggu ke-3**  
 Sambilan: **Minggu ke-6**  
 Full time: **Week 3<sup>rd</sup>**  
 Part time: **Week 6<sup>th</sup>**

Penuh Masa: **Minggu ke-7**  
 Sambilan: **Minggu ke-7 semester berikutnya**  
 Full time: **Week 7<sup>th</sup>**  
 Part time: **Week 7<sup>th</sup> next semester**

Penuh Masa: **Minggu ke-8**  
 Sambilan: **Minggu ke-8 dan ke-16**  
 Full time: **Week 8<sup>th</sup>**  
 Part time: **Week 8<sup>th</sup> and 16<sup>th</sup>**

Penuh Masa: **Minggu ke-14**  
 Sambilan: **Minggu ke-14 semester berikutnya**  
 Full time: **Week 14<sup>th</sup>**  
 Part time: **Week 14<sup>th</sup> next semester**

**2 minggu | 2 weeks**  
 Penuh Masa: **Minggu ke-16**  
 Sambilan: **Minggu ke-16 semester berikutnya**  
 Full time: **Week 16<sup>th</sup>**  
 Part time: **Week 16<sup>th</sup> next semester**

Penuh Masa: **Minggu ke-17**  
 Sambilan: **Minggu ke-17 semester berikutnya**  
 Full time: **Week 17<sup>th</sup>**  
 Part time: **Week 17<sup>th</sup> next semester**

**2 minggu selepas Viva**  
**2 weeks after Viva**

**Minggu ke-19**  
**Week 19<sup>th</sup>**

Penuh Masa: 1 semester  
 Sambilan: 2 semester  
 Full time: 1 semester  
 Part time: 2 semesters

# Carta Aliran Proses Prapendaftaran

## Pre-Registration Process Flow Chart

Untuk pelajar yang mendaftar  
kursus Disertasi pada **Semester II**  
*Students registering for the  
Dissertation course in Semester II*

**Semester I**  
Pelajar isi borang Prapendaftaran  
Disertasi/Pelantikan Penyelia  
*Students fill out the Dissertation Pre-  
registration/Supervisor Appointment form*

**Semester I**  
Pelajar serah kepada Pengerusi untuk  
pelantikan Penyelia  
*Students submit to the Chairperson for the  
appointment of the Supervisor*

**Semester I**  
Pengerusi serah borang kepada pihak  
pentadbiran selewat-lewatnya pada Minggu  
ulangkaji  
*The chairperson submits the form to the  
administration at the latest on Review Week*

**Semester I**  
Pelantikan Penyelia dibentangkan di dalam  
Mesyuarat Majlis Pusat Pengajian dan  
disahkan oleh Majlis Pusat Pengajian  
*The appointment of the Supervisor is  
presented in the School Council Meeting and  
confirmed by the School Council*

**Semester I**  
Penyeliaan bermula  
*Supervision begins*

**Pertukaran Semester  
Semester Exchange**

**Semester II**  
Pelajar mendaftar kursus Disertasi  
*Students register for the Dissertation course*

Untuk pelajar yang mendaftar  
kursus Disertasi pada **Semester I**  
*Students registering for the  
Dissertation course in Semester I*

**Semester II**  
Pelajar isi borang Prapendaftaran  
Disertasi/Pelantikan Penyelia  
*Students fill out the Dissertation Pre-  
registration/Supervisor Appointment form*

**Semester II**  
Pelajar serah kepada Pengerusi untuk  
pelantikan Penyelia  
*Students submit to the Chairperson for the  
appointment of the Supervisor*

**Semester II**  
Pengerusi serah borang kepada pihak  
pentadbiran selewat-lewatnya pada Minggu  
ulangkaji  
*The chairperson submits the form to the  
administration at the latest on Review Week*

**Semester II**  
Pelantikan Penyelia dibentangkan di dalam  
Mesyuarat Majlis Pusat Pengajian dan  
disahkan oleh Majlis Pusat Pengajian  
*The appointment of the Supervisor is  
presented in the School Council Meeting and  
confirmed by the School Council*

**Semester II**  
Penyeliaan bermula  
*Supervision begins*

**Pertukaran Semester  
Semester Exchange**

**Semester I**  
Pelajar mendaftar kursus Disertasi  
*Students register for the Dissertation course*