

Kepada Pelantar Penyelidikan / To Research Platform: \_\_\_\_\_

**ARAHAN / INSTRUCTION**

Sila gunakan satu borang untuk satu geran / Please use one form for each grant

Sila tanda ✓ pada petak berkaitan / Please tick ✓ in the appropriate box

\* Sila lampirkan penyata kewangan terkini/ Please attach the latest financial statement

\*\* Sila gunakan lampiran berasingan sekiranya ruang tidak mencukupi / Please attach appendix if the space is not enough

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Lanjutan Tempoh Geran/Extension of Grant</b><br>(Sila sertakan carta perbatuan/ Please attach milestone)<br><input type="checkbox"/> 3 Bulan/<br>Months <input type="checkbox"/> 6 Bulan/<br>Months <input type="checkbox"/> 9 Bulan/<br>Months <input type="checkbox"/> 12 Bulan/<br>Months                                  | <input type="checkbox"/> <b>Tukar Ketua Penyelidik atau Penyelidik Bersama/</b><br>Change of Principal Investigator or Co-Researcher<br>(sila lampirkan resume terkini/please attach latest CV)   |
| <input type="checkbox"/> <b>Tukar Tajuk Geran Penyelidikan/</b><br>Change of Research Grant Title   | <input type="checkbox"/> <b>Tambahan Penyelidik Bersama/</b><br>Additional of Co-Researcher   |
| <input type="checkbox"/> <b>*Pembayaran Yuran Penerbitan/Page Charges</b><br>(Sila nyatakan Faktor Impak/<br>Please indicate the Impact Factor: _____ )<br>(Sila sertakan salinan bukti penerimaan /<br>Please attach a copy of evidence)   | <input type="checkbox"/> <b>*Pembelian Alatan Tambahan/</b><br>Purchase of Additional Equipment<br><ul style="list-style-type: none"> <li>▪ Alatan ini tidak tersenarai dalam kelulusan asal/<br/>This equipment was not listed in the earlier approval)</li> <li>▪ Sila lampirkan spesifikasi dan sebutharga alatan/<br/>Please attach specification and quotation)</li> </ul> |
| <input type="checkbox"/> <b>*Pembayaran Yuran Profesional atau Keahlian/</b><br>Payment of Professional or Membership Fee<br>(Yuran/Fee: _____ )  | <input type="checkbox"/> <b>*Pembelian Perisian/Purchase of Software</b><br>(Sila sertakan 3 sebut harga/Please attach 3 quotations)  |
| <input type="checkbox"/> <b>*Menganjurkan Latihan/Bengkel/Seminar</b><br>Organizing Training/Workshop/Conference<br><input type="checkbox"/> Universiti <input type="checkbox"/> Kebangsaan <input type="checkbox"/> Antarabangsa<br>University    National    International<br>(Sila lampirkan kertas kerja & bajet/<br>Please attach proposal & budget) | <input type="checkbox"/> <b>*Pindaan Vot (bagi Geran Luar) /</b><br>Virement (for External Grant)   |
| <input type="checkbox"/> <b>*Pembayaran Honorarium/Saguhati/Cenderahati/Upahan</b><br>Payment of Honorarium/Token/Souvenir/Wages<br>(Sila nyatakan status penerima [staf/bukan staf/ pelajar] /<br>please justify status of receiver [staff/non staff/student] /<br>(Nilai dipohon/Requested amount: _____ )  | <input type="checkbox"/> <b>*Pertukaran Akaun (Baki Akaun Tidak Mencukupi)/</b><br>Charge to Different Account (Insufficient Fund)<br>(Daripada/From : _____<br>Kepada/To : _____ )   |
| <input type="checkbox"/> <b>**Lain-lain/Others</b> (Sila beri justifikasi/Please justify):<br>_____<br>_____<br>_____   | <input type="checkbox"/> <b>*Perubahan Maklumat Persidangan Luar Negara/</b><br>Changes of Details for International Conference<br>(Sila lampirkan salinan borang yang telah diluluskan /<br>Please attach a copy of the approved application)  |

**Bahagian I : Maklumat Penyelidik & Geran Penyelidikan (Akaun Dikenakan / Dipohon)**  
 Section I : Details Of Researcher & Research Grant (Account to be Charged / Requested)

**Nama : Dato'/Datin/Profesor/Prof. Madya /Dr. /Tuan/ Puan**  
 Name : Dato'/Datin/Professor/Assoc.Prof./Dr./Mr./Mrs. \_\_\_\_\_

**No. Kad Pengenalan/No. Paspot :**  
 Identity Card Number/Passport Number \_\_\_\_\_

**Institut /Pusat Pengajian/Pusat/Unit :**  
 Institute/School/Centre/Unit \_\_\_\_\_

**No. Akaun :** \_\_\_\_\_ **Jenis Geran:** \_\_\_\_\_  
 Account No. \_\_\_\_\_ Grant's Type \_\_\_\_\_

**Tajuk Geran :** \_\_\_\_\_  
 Grant's Title \_\_\_\_\_

**Tempoh Geran diluluskan / Period of grant approved**

**Tempoh Asal / Approved Period :** \_\_\_\_\_ (mula/start) \_\_\_\_\_ (tamat/end)

**Pelanjutan 1 / Extension 1 :** \_\_\_\_\_ (mula/start) \_\_\_\_\_ (tamat/end)

**Pelanjutan 2 / Extension 2 :** \_\_\_\_\_ (mula/start) \_\_\_\_\_ (tamat/end)

**No. Telefon Pejabat :** \_\_\_\_\_ **No. Faks :** \_\_\_\_\_ **Alamat emel :** \_\_\_\_\_  
 Office Telephone No \_\_\_\_\_ Facsimile No \_\_\_\_\_ E-mail address \_\_\_\_\_

**\*\*Alasan / Justifikasi / Komen (berdasarkan petak yang ditandakan ✓) / \*\*Reasons / Justifications / Comments (based on the chosen box) :**

**\*\*Cadangan bagi penyelesaian / \*\*Suggestion for problem solving :**

**Bahagian II : Permohonan Sumber Kewangan Selain Daripada Geran Penyelidikan**  
**Section II : Request for Financial Aid**

**RU Pusat / University Funding (RU)**  **Insentif KPI / KPI Incentive**  
 **Lain-lain / Other :**  **\*\*\*Akaun Enterprise / Enterprise Account**  
*Sila nyatakan / Please Specify \_\_\_\_\_*

**Sila lampirkan cetakan penyata kewangan terkini daripada Jabatan Bendahari /**  
*Please attach the latest print out of financial statement from Bursary Department*  
**\*\*\* Perlu kelulusan Naib Canselor. Sila hantar terus ke Pejabat Naib Canselor / Please submit to VC's Office for approval**

**Bahagian III : Pengesahan Pemohon**  
**Section III : Declaration by Applicant**

Saya dengan ini mengesahkan bahawa semua maklumat di atas dan lampiran disertakan adalah benar, betul dan lengkap  
*I hereby confirm and declare that all the information provided and document attached is complete, true and correct*

**Tarikh :** **Tandatangan & Cop Pemohon :**  
*Date Applicant's Signature & Stamp*

**Bahagian IV : Perakuan Ketua Jabatan/Dekan/Pengarah**  
**Section IV : Endorsement by Head of Department/Dean/Director**

Catatan Ketua Jabatan/Dekan/Pengarah / *Head of Department's/Dean's/Director's Comments:*

**Disyorkan / Diluluskan**  **Tidak Disyorkan / Diluluskan**  
*Recommended / Approved Not Recommended / Approved*  
**Tarikh :** **Tandatangan & Cop Ketua Jabatan/Dekan/Pengarah :**  
*Date Signature & Stamp of Head of Department/Dean/Director*

**Bahagian V : Perakuan Dekan Penyelidikan**  
**Section V : Endorsement by Research Dean**

Catatan Dekan Penyelidikan / *Research Dean's Comments:*

**Disyorkan**  **Tidak Disyorkan**  
*Recommended Not Recommended*  
**Tarikh :** **Tandatangan & Cop Dekan Penyelidikan :**  
*Date Signature & Stamp of Research Dean*

**Bahagian VI : Kelulusan TNC (Penyelidikan & Inovasi) dan/atau Naib Canselor**  
**Section VI : Approval by DVC (Research & Innovation) and/or Vice-Chancellor**

Catatan TNC (P&I) dan/atau Naib Canselor / *DVC (Research & Innovation) and/or Vice-Chancellor Comments:*

Lulus :  **Dengan Pembiayaan Geran Penyelidikan (Tertakluk kepada kewangan mencukupi)**  **Tidak Lulus**  
*Approved Using Research Grant Allocation(s) (Subject to sufficient financial) Not approved*  
 **Dengan Pembiayaan Lain :** \_\_\_\_\_  
*Using Other Allocation(s)*  
**Tarikh :** **Tandatangan & Cop :**  
*Date Signature & Stamp*