

## POSTGRADUATE STUDENT FACULTY OF AGRICULTURE

No	Things to be done	Recommended Study Period																												
1	Meet/Contact your advisor as stated in the offer letter to discuss your study plan and programme requirement.																													
2	<b>International students:</b> Register <b>LPM2100</b> (Malay Language Communication) and fulfil English requirement.	Semester 1																												
3	Register for <b>Doctoral (SPS6999) / Master’s Research (SPS5999) /</b> (compulsory) - Doctoral by Research ( <b>every semester</b> until your thesis is submitted for examination)  <b>Notes:</b> <ul style="list-style-type: none"><li>○ The number of credits (3, 6, 9, 12) shows the thesis workload of the student in the semester.</li><li>○ Students will not be allowed to submit Progress Report (GS-11) if you fail to register this course every semester.</li></ul>	Every semester																												
4	Register <b>AGR5201</b> – Advanced Statistical Methods (compulsory) or subject related to Research Methodology.  <b>Notes:</b> Student can choose either one but get advice from your supervisor/advisor	Semester 1 or 2																												
5	<b>Credit Requirement</b>  a) Register the courses as advised by your advisor/supervisor <b>before the 2<sup>nd</sup> week of semester</b> <table><tr><th colspan="2">Master by research</th><th colspan="2">PhD</th></tr><tr><td colspan="2">Master students are required to complete <b>6 credit hours of coursework.</b></td><td colspan="2">PhD students are required to complete <b>9 credit hours of coursework.</b></td></tr><tr><th>Coursework</th><th>No. of Credit</th><th>Coursework</th><th>No. of Credit</th></tr><tr><td>Research Methodology</td><td>3</td><td>Research Methodology</td><td>3</td></tr><tr><td>Elective course</td><td>3</td><td>Elective course</td><td>3</td></tr><tr><td></td><td></td><td>Elective course</td><td>3</td></tr></table>  b) Register for Doctoral/Master’s Research <b>Proposal Seminar</b> no later than the second semester of your stud <table><tr><th>Master by research</th><th>PhD</th></tr><tr><td><b>SPS5903</b></td><td><b>SPS6903</b></td></tr></table>	Master by research		PhD		Master students are required to complete <b>6 credit hours of coursework.</b>		PhD students are required to complete <b>9 credit hours of coursework.</b>		Coursework	No. of Credit	Coursework	No. of Credit	Research Methodology	3	Research Methodology	3	Elective course	3	Elective course	3			Elective course	3	Master by research	PhD	<b>SPS5903</b>	<b>SPS6903</b>	Semester 1 or 2
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6	Nominate your Supervisory Committee through GS-10a in the student portal within the first semester of study.  <b>Note:</b> The Supervisory Committee should comprise a chairman and at least two other members for PhD student and one other member for Master student	Semester 1																												

7	<p>Submit <b>Progress Report (GS-11)</b> from your student portal <b>(at the end of semester)</b></p> <p><b>Notes:</b></p> <ul style="list-style-type: none"><li>Failed to submit GS-11 within the dateline given <b>will cause 'TM' grade</b> for SPS5999/SPS6999.</li><li>Getting <b>two times 'TM'</b> for SPS5999/SPS6999will cause terminated to student.</li><li>Refer to <b>current Academic Calendar</b> for the important dates.</li></ul>	Every semester						
8	<p>Register for Doctoral/Master's Research Seminars which consist of</p> <table><tr><th>Master by Research</th><th>PhD</th></tr><tr><td>PRT5903 Final Seminar</td><td>PRT6903 Progress Seminar</td></tr><tr><td></td><td>PRT6904 Final Seminar</td></tr></table> <p><b>Notes:</b> Coordinator Dr. Izharuddin Shah (<a href="mailto:izharuddin@upm.edu.my">izharuddin@upm.edu.my</a>)</p>	Master by Research	PhD	PRT5903 Final Seminar	PRT6903 Progress Seminar		PRT6904 Final Seminar	Semester 3 - 4
Master by Research	PhD							
PRT5903 Final Seminar	PRT6903 Progress Seminar							
	PRT6904 Final Seminar							
9	Sit for the <b>Comprehensive Examination (CE)</b> after completion of required coursework by the 4th semester (for <b>PhD only</b> ).	Semester 3 - 4						
10	<p><b>Notice of Thesis Submission (GS-14a)</b></p> <p>A student must give notice of intention to submit his thesis at least 2 months in advance, accompanied by:</p> <ul style="list-style-type: none"><li>Table of Contents</li><li>Thesis Abstract</li></ul> <p><b>Notes:</b> Please remember that students must submit a notice 3 months before the thesis submission for examination.</p>	Semester 5						
11	<p><b>Thesis Submission for Examination (GS-15a)</b></p> <p><b>Notes:</b> The student shall submit the thesis only after appointment of the Examination Committee.</p>	Semester 6						
12	Process of viva, correction and graduation	Semester 6-7						

Link to Student Portal: <http://sgsportal.upm.edu.my:8080/sgsportal/>

It is important for students to read and understand **Universiti Putra Malaysia (Graduate Studies) Rules 2003 (Revision 2015-2016)**.

**Contact Us;**

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