



UTHM

Universiti Tun Hussein Onn Malaysia

GARIS PANDUAN
PEPERIKSAAN LISAN PASCASISWAZAH
MOD PENYELIDIKAN

GUIDELINE
POSTGRADUATE ORAL EXAMINATION
RESEARCH MODE

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1.0 PENGENALAN *INTRODUCTION*

Peperiksaan Lisan (viva voce) merupakan komponen peperiksaan yang wajib dalam penilaian Program Doktor Falsafah dan Sarjana (secara penyelidikan) di Universiti Tun Hussein Onn Malaysia (UTHM). Walaupun penilaian tesis merupakan komponen utama, sesi peperiksaan lisan (viva voce) merupakan satu instrumen yang penting dalam membantu pemeriksa untuk menentukan keputusan penilaian.

The oral examination (viva voce) is a compulsory examination component within the Doctor of Philosophy and Master's programmes (by research) at Universiti Tun Hussein Onn Malaysia. While the primary emphasis of the assessment lies in the written thesis, the Oral Examination (viva voce) session is instrumental in guiding the examiners toward their final decision.

Peperiksaan Lisan (viva voce) memberikan ruang berstruktur dan hak kepada pemeriksa untuk membincangkan isu-isu serta menilai secara teliti berkenaan informasi yang telah direkodkan di dalam tesis. Selain itu, sesi peperiksaan lisan (viva voce) memberikan pelajar ruang dan peluang yang formal untuk menyokong dapatan penyelidikan, mengesahkan kesahihan tesis dan menunjukkan dengan jelas bahawa penyelidikan telah dijalankan oleh pelajar sendiri tanpa bantuan luar.

The oral examination (viva voce) provides examiners with a structured space and the requisite authority to address any concerns and meticulously evaluate specific issues arising from the written thesis. Apart from that, the oral examination (viva voce) provides the candidate with a formal opportunity to substantiate their work, affirm the authenticity of their thesis, and clearly demonstrate that the research was conducted independently and without external assistance.

2.0 SKOP *SCOPE*

Garis panduan Peperiksaan Lisan (viva voce) adalah terpakai untuk calon yang mendaftar ke Program Akademik Pascasiswazah (secara penyelidikan). Ini adalah merangkumi program akademik di peringkat Doktor Falsafah dan Sarjana.

The Oral Examination (viva voce) Guidelines is explicitly applicable to candidate enrolled in Postgraduate Academic Programme (by research). This encompass academic programme in both Doctor of Philosophy and Master's degree.

3.0 KEPERLUAN UMUM SEBELUM PEPERIKSAAN LISAN (VIVA VOCE) *GENERAL REQUIREMENTS PRIOR ORAL EXAMINATION (VIVA VOCE)*

Setiap calon wajib untuk memenuhi semua syarat minimum yang dinyatakan di Perkara 3.1 dan 3.2 sebelum dibenarkan untuk menduduki Peperiksaan Lisan (viva voce).

It is mandatory for every candidate to satisfy all requisite conditions in Section 3.1 and 3.2 prior to being deemed eligible to participate in the Oral Examination (viva voce).

3.1 Penilaian Berterusan dan Kursus Wajib *Continuous Assessment and Compulsory Course*

Calon hanya dibenarkan untuk menduduki Peperiksaan Lisan (viva voce) setelah menduduki dan lulus penilaian berterusan dan kursus wajib seperti yang disenaraikan di bawah:

Candidates shall only be eligible to proceed with oral examination once they have completed and pass the following continuous assessment and compulsory courses as listed below:

- i. Metodologi Penyelidikan (*Research Methodology*)
- ii. Pembentangan Usul Penyelidikan (*Proposal Defense*)
- iii. Pra-Peperiksaan Lisan (*Pre-viva*)

3.2 Keberhutangan, Keperluan Visa dan Insurans Pelajar *Indebtedness, Visa Requirements and Student Insurance*

Calon hanya dibenarkan untuk menduduki Peperiksaan Lisan (viva voce) setelah melangsaikan hutang kepada universiti.

Candidates must be fully discharged of all debts owed to the university to be eligible to sit for the oral examination (viva voce).

Calon antarabangsa perlu memastikan bahawa visa pelajar dan insurans mereka kekal sah dan aktif sebelum dan sepanjang tempoh Peperiksaan Lisan (viva voce) berlangsung.

International candidates are required to ensure that their student visa and insurance remain valid and active prior to and throughout the duration of Oral Examination (viva voce).

3.3 Pihak Berkepentingan dalam Peperiksaan Lisan (Viva voce) *Stakeholder in the Oral Examination (Viva voce)*

Peperiksaan lisan (viva voce) akan melibatkan **EMPAT (4)** pihak utama seperti berikut:

*The oral examination (viva voce) shall encompass the following **FOUR (4)** principal participants:*

- i. **Pengerusi:** Pengerusi akan memoderasikan Peperiksaan Lisan (viva voce) secara neutral, memastikan pematuhan terhadap protokol dan garis panduan yang ditetapkan. Pengerusi juga akan kekal berkecuali sepanjang proses peperiksaan bagi memastikan bahawa peperiksaan dijalankan mengikut tatacara yang ditetapkan. Pengerusi tidak akan terlibat dalam penilaian secara langsung terhadap penyelidikan atau tesis tersebut.

***Chairperson:** The Chairperson shall moderate the Oral Examination (viva voce) in a neutral capacity, ensuring adherence to established protocols and guidelines. The Chairperson shall remain impartial throughout the proceedings, ensuring that the examination is conducted in accordance*

with the prescribed guidelines and that fairness is upheld. The Chairperson shall not participate in the direct assessment of the research or thesis.

- ii. **Pembantu Pengerusi:** Timbalan Pengerusi akan membantu Pengerusi dalam pelaksanaan Peperiksaan Lisan (viva voce) dan hendaklah kekal berkecuali sepanjang proses peperiksaan. Timbalan Pengerusi juga hendaklah memastikan bahawa peperiksaan dijalankan mengikut garis panduan yang ditetapkan dan tidak akan terlibat dalam penilaian secara langsung terhadap penyelidikan atau tesis.

***Assistant chairperson:** The assistant chairperson shall assist the Chairperson in the administration of the examination and shall remain impartial throughout the proceedings. The Co-chairperson shall ensure that the examination is conducted in accordance with the prescribed guidelines and shall not participate in the direct assessment of the research or thesis.*

- iii. **Pemeriksa Tesis:** Pemeriksa tesis merupakan pakar dalam bidang akademik dan/atau industri yang berkaitan. Panel pemeriksa tesis akan menjalankan penilaian menyeluruh terhadap tesis. Mereka bertanggungjawab untuk mengemukakan soalan, memberikan maklum balas yang substantif, dan menilai pemahaman pelajar terhadap penyelidikan dan perkara berkaitan.

***Thesis Examiners:** The thesis examiners are the experts in the relevant academic and/or industrial field. Thesis examiners shall conduct a thorough evaluation of the thesis. They are responsible for posing questions, providing substantive feedback, and assessing the student's comprehension of the research and associated subject matter.*

- iv. **Calon:** Calon akan membentangkan penyelidikan serta mempertahankan tesis mereka semasa Peperiksaan Lisan (viva voce). Calon dikehendaki menjawab soalan daripada pemeriksa tesis dan menunjukkan pemahaman yang mendalam mengenai penyelidikan mereka. Calon hendaklah mematuhi garis panduan dan prosedur yang ditetapkan untuk peperiksaan viva voce.

***Candidate:** The candidate shall present their research and defend their thesis during the Oral Examination (viva voce). The candidate is required to respond to questions from the thesis examiners and demonstrate a thorough understanding of their research. The candidates must adhere to the prescribed guidelines and procedures for the viva voce examination.*

Penyelia adalah digalakkan untuk turut hadir ke sesi Peperiksaan Lisan. Namun demikian, penyelia adalah **DILARANG** untuk memberikan jawapan atau ulasan atau sebarang bentuk komunikasi yang boleh menjejaskan penilaian pemahaman pelajar terhadap penyelidikan dan aspek berkaitan tesis.

*Supervisors are encouraged to attend the Oral Examination session. However, supervisors are **STRICTLY PROHIBITED** from providing answers, comments, or*

any form of communication that may affect the assessment of the student's understanding of the research and aspects related to the thesis.

4.0 BILANGAN PEMERIKSA TESIS *NUMBER OF THESIS EXAMINERS*

Pemeriksa Peperiksaan Lisan (viva voce) hendaklah terdiri daripada pemeriksa tesis yang dilantik dengan bilangan pemeriksa tersebut ditentukan berdasarkan bilangan yang ditetapkan Agensi Kelayakan Malaysia (MQA) yang terpakai dari semasa ke semasa. Secara amnya, bilangan pemeriksa adalah seperti berikut:

The Oral Examination (viva voce) examiner shall comprise appointed thesis examiners, with the number of such examiners to be determined in accordance with the requirements set forth by the Malaysian Qualifications Agency (MQA), as applicable from time to time. The number of examiners shall generally be as follows:

4.1 Program Sarjana (Penyelidikan) *Master's Programme (Research)*

Tesis Sarjana (termasuk penulisan tesis secara penerbitan) mesti dinilai oleh sekurang-kurangnya **DUA (2)** orang pemeriksa di mana **SATU (1)** orang adalah pemeriksa luar. Tesis yang melibatkan pelbagai disiplin (*multidisciplinary*) boleh dinilai oleh lebih daripada **DUA (2)** orang pemeriksa yang terdiri dari **SATU (1)** orang pemeriksa dalam dan **DUA (2)** orang pemeriksa luar.

The master's thesis (including thesis by publication) must be evaluated by at least TWO (2) examiners, ONE (1) of whom is an external examiner. More than TWO (2) examiners may be required in a multidisciplinary thesis whereby ONE (1) of whom is an internal examiner and TWO (2) of whom is the external examiner.

4.2 Program Doktor Falsafah (Penyelidikan) *Doctor Of Philosophy Programme (Research)*

Tesis Doktor Falsafah (termasuk penulisan tesis secara penerbitan) mesti dinilai oleh sekurang-kurangnya **TIGA (3)** pemeriksa di mana **DUA (2)** orang daripadanya merupakan pemeriksa luar.

For doctoral degrees (including thesis by publication), the thesis must be examined by at least THREE (3) examiners, TWO (2) of whom must be an external examiner.

5.0 KEPUTUSAN PEPERIKSAAN LISAN DAN TESIS *VIVA VOCE RESULTS AND THESIS*

Pemeriksa hendaklah mematuhi sistem pemarkahan yang ditetapkan oleh Universiti, seperti yang dinyatakan dalam Peraturan Akademik Pengajian Pascasiswazah Universiti Tun Hussein Onn yang terpakai dari semasa ke semasa.

Examiners shall adhere strictly to the grading system prescribed by the University, as outlined in the Postgraduate Studies Academic Regulation of Universiti Tun Hussein Onn Malaysia, which applies from time to time.

6.0 LOKASI DAN MOD PEPERIKSAAN LISAN (VIVA VOCE) *LOCATION AND ORAL EXAMINATION (VIVA VOCE) FORMAT*

Peperiksaan Lisan (viva voce) akan dilaksanakan sama ada secara bersemuka atau dalam talian, mengikut mod penyampaian program penyelidikan yang diikuti oleh calon. Namun, calon boleh mengemukakan permohonan rasmi kepada Pusat Pengajian Siswazah untuk menukar kaedah pelaksanaan Peperiksaan Lisan tersebut. *The Oral Examination (viva voce) shall be conducted either in-person or online, in accordance with the mode of delivery for the research program undertaken by the candidate. However, the candidate may submit a formal application to the Centre for Graduate Studies to request a change in the method of conducting the Oral Examination.*

6.1 Mod Peperiksaan Lisan (viva voce) *Oral Examination (viva voce) Mode*

EMPAT (4) pilihan mod pelaksanaan Peperiksaan Lisan (viva voce) dibenarkan sekiranya kesemua ahli panel pemeriksa bersetuju. Pilihan tersebut adalah seperti berikut:

FOUR (4) distinct oral examination (viva voce) implementation mode are permissible, provided that all examiners agree to the arrangement. The permissible arrangements are as follows:

- i. Calon dan kesemua pemeriksa berada di Universiti Tun Hussein Onn Malaysia (UTHM) **ATAU** lokasi peperiksaan yang dicadangkan oleh industri (untuk calon yang menulis mengikut Format Penulisan Secara Industri).
The candidate and all examiners are co-located at Universiti Tun Hussein Onn Malaysia OR at an examination location proposed by the industry (for candidates writing following the Industry Writing Format).
- ii. Calon dan **SATU (1)** atau **DUA (2)** pemeriksa berada di UTHM **ATAU** lokasi peperiksaan yang dicadangkan oleh industri (untuk calon yang menulis mengikut Format Penulisan Secara Industri), manakala pemeriksa yang lain menyertai sesi Peperiksaan Lisan (viva voce) secara dalam talian.
The candidate and ONE (1) or TWO (2) examiners shall be present at UTHM OR at an examination location proposed by the industry (for candidates writing following the Industry Writing Format), while the remaining examiner(s) shall participate in the Oral Examination (Viva voce) session online.
- iii. **DUA (2)** atau **TIGA (3)** orang pemeriksa berada di UTHM **ATAU** lokasi peperiksaan yang dicadangkan oleh industri (untuk calon yang menulis mengikut Format Penulisan Secara Industri), manakala calon menyertai sesi Peperiksaan Lisan (viva voce) secara dalam talian.
TWO (2) or THREE (3) examiners shall be present at UTHM OR at an examination location proposed by the industry (for candidates writing

following the Industry Writing Format), while the candidate shall participate in the Oral Examination (viva voce) session online.

- iv. Calon dan kesemua pemeriksa berada di Lokasi berbeza dan akan menyertai sesi Peperiksaan Lisan (viva voce) secara atas talian.
The candidate and all examiners are in different locations and shall participate in the Oral Examination (viva voce) via video conference.

6.2 Kehadiran Pemeriksa ke Sesi Peperiksaan Lisan (viva voce) *Attendance Of Examiner to The Oral Examination (viva voce)*

Kehadiran pemeriksa ke Peperiksaan Lisan (viva voce) adalah penting untuk menentukan keputusan keseluruhan pemeriksaan tesis. Kehadiran pemeriksa memudahkan penilaian secara menyeluruh dan interaktif terhadap penyelidikan calon, memberikan ruang dan peluang kepada pemeriksa untuk mendapatkan penjelasan daripada calon berkenaan penyelidikan yang telah dilaksanakan, dan penilaian keupayaan calon untuk mempertahankan tesis.
The attendance of examiners at the Oral Examination (viva voce) is essential in determining the overall outcome of the thesis examination. Examiner presence facilitates a comprehensive and interactive assessment of the candidate's research, providing examiners with the opportunity to seek clarification from the candidate regarding the research conducted and to assess the candidate's ability to defend the thesis.

6.2.1 Bilangan Pemeriksa Tesis yang Hadir ke Sesi Peperiksaan Lisan (viva voce) *Number Of Thesis Examiners Attending the Oral Examination (viva voce) Session*

Merujuk kepada Seksyen 4.0 (Bilangan Pemeriksa Tesis), terdapat jumlah minimum pemeriksa yang diperlukan untuk pemeriksaan tesis. Namun demikian, **TIDAK** kesemua pemeriksa diwajibkan hadir ke sesi Peperiksaan Lisan (viva voce) seperti ditetapkan di bawah:
*Referring to Section 4.0 (Number of Thesis Examiners), there is a minimum number of examiners required for the thesis examination. However, **NOT** all examiners are required to attend the Oral Examination (viva voce) session as stipulated below:*

6.2.1.1 Penulisan Tesis Sarjana Secara Konvensional *Master's Thesis Conventional Format*

Pemeriksa <i>Examiner</i>	Pemeriksa Dalam <i>Internal Examiner</i>	Pemeriksa Luar <i>External Examiner</i>
Penghantaran laporan penilaian tesis yang lengkap <i>Submission of the complete thesis assessment/evaluation report</i>	/	/
Kehadiran ke sesi Peperiksaan Lisan (viva voce) <i>Attendance to the Oral Examination (viva voce)</i>	/	/

6.2.1.2 Penulisan Tesis Doktor Falsafah Secara Konvensional *Doctor of Philosophy Thesis Conventional Format*

Pemeriksa <i>Examiner</i>	Pemeriksa Dalam <i>Internal Examiner</i>	Pemeriksa Luar (1) <i>External Examiner (1)</i>	Pemeriksa Luar (2) <i>External Examiner (2)</i>
Penghantaran laporan penilaian tesis yang lengkap <i>Submission of the complete thesis assessment/evaluation report</i>	/	/	/
Kehadiran ke sesi Peperiksaan Lisan (viva voce) <i>Attendance to the Oral Examination (viva voce)</i>	/	/	X

6.2.1.3 Penulisan Sarjana dan Doktor Falsafah Secara Industri / Penyelidikan Pelbagai Disiplin *Master's and Doctor of Philosophy Thesis Industrial Format / Multidisciplinary Research*

Pemeriksa <i>Examiner</i>	Pemeriksa Dalam <i>Internal Examiner</i>	Pemeriksa Luar (1) <i>External Examiner (1)</i>	Pemeriksa Luar (2) <i>External Examiner (2)</i>
Penghantaran laporan penilaian tesis yang lengkap <i>Submission of the complete thesis assessment/evaluation report</i>	/	/	/
Kehadiran ke sesi Peperiksaan Lisan (viva voce) <i>Attendance to the Oral Examination (viva voce)</i>	/	/	/

6.2.1.4 Keperluan Kehadiran Pemeriksa *Examiner Attendance Requirement*

- i. Di dalam kes di mana terdapat **DUA (2)** pemeriksa luar, pemeriksa luar yang memberikan penilaian tesis sebagai pembetulan minor atau major dikehendaki hadir dalam Peperiksaan Lisan (viva voce) secara bersemuka di UTHM.
*In the instance where there are **TWO (2)** external examiners, the external examiner who has rendered the thesis to have either minor or major correction, shall be required to attend the Oral Examination (viva voce) physically in UTHM.*
- ii. Di dalam kes di mana terdapat mana-mana pemeriksa memberikan keputusan **PEMERIKSAAN SEMULA** atau **GAGAL, KESEMUA** pemeriksa luar dan pemeriksa dalam dikehendaki hadir ke Peperiksaan Lisan (viva voce).
*In the instance where any examiner issues a verdict of either **Re-EXAMINATION** or a **FAIL, ALL** external examiner(s) and internal examiner shall be required to attend the Oral Examination (viva voce).*
- iii. Di dalam kes yang melibatkan penyelidikan yang bersifat pelbagai disiplin, **KEDUA-DUA** pemeriksa luar dan pemeriksa dalam dikehendaki hadir ke Peperiksaan Lisan (viva voce).
*In instances involving multidisciplinary research, **BOTH** the external examiners and the internal examiner shall be mandated to attend the Oral Examination (viva voce).*
- iv. Di dalam kes yang melibatkan tesis yang ditulis mengikut format industri, **KEDUA-DUA** pemeriksa luar dan pemeriksa dalam dikehendaki hadir ke Peperiksaan Lisan (viva voce).
*In instances where the thesis is presented in an industrial-based format, **BOTH** the external examiners and the internal examiner shall be obligated to attend the Oral Examination (viva voce).*

6.3 Syarat Permohonan Bagi Menukar Kaedah Peperiksaan Lisan (Viva voce) *Conditions for Application to Change the Method of Oral Examination (Viva voce)*

Pertimbangan permohonan untuk menukar kaedah Peperiksaan Lisan (viva voce) secara dalam talian adalah tertakluk kepada pematuhan kepada syarat-syarat berikut:

Consideration of applications to change the method of the Oral Examination (Viva voce) to an online format is subject to compliance with the following conditions:

6.3.1 Pertukaran daripada Kaedah Peperiksaan Lisan (viva voce) Secara Bersemuka kepada Dalam Talian oleh Calon *Changes from In-Person Oral Examination (viva voce) Method to Online by Candidate*

Antara perkara yang boleh diberikan pertimbangan bagi pertukaran kaedah peperiksaan lisan (viva voce) adalah seperti berikut:

Among the considerations that may be considered for the change in oral examination (viva voce) method are as follows:

- i. **Masalah Kesihatan yang Kritikal:** Calon mesti mengemukakan laporan kesihatan yang sahih dari hospital yang diiktiraf, yang memperincikan status kesihatan dan secara jelas menyatakan bahawa kesihatan calon tidak membenarkan calon bagi menghadiri peperiksaan lisan (viva voce) secara bersemuka.
Critical Health Condition: The candidate must provide an official medical report from a recognized hospital, detailing the medical condition/status and explicitly stating that they are unfit to attend the oral examination (viva voce) in person.
- ii. **Keselamatan Nasional atau Masalah Politik:** Calon mesti mengemukakan surat rasmi yang dikeluarkan oleh pihak berkuasa kerajaan yang berkenaan, yang mengesahkan bahawa calon dilarang untuk meninggalkan negara tersebut disebabkan oleh keselamatan nasional atau masalah politik. Masalah tersebut merangkumi dan tidak terhad kepada situasi termasuk, larangan perjalanan yang timbul daripada pergolakan politik, sekatan kerajaan, atau langkah undang-undang lain yang dilaksanakan semasa tempoh pertikaian awam, pilihan raya, atau darurat negara, yang bertujuan untuk menghadkan perjalanan antarabangsa atas sebab berkaitan keselamatan atau pertimbangan politik.
National Security or Political Concerns: The candidate shall submit an official letter issued by the appropriate governmental authority, confirming that they are prohibited from departing their country due to national security or political concerns. Such concerns may encompass scenarios including, but not limited to, travel bans arising from political unrest, governmental restrictions, or other legal measures enacted during periods of civil disputes,

elections, or national emergencies, which serve to restrict international travel for reasons related to security or political considerations.

- iii. **Keadaan Kewangan Kritikal:** Calon dikehendaki mengemukakan penyata kewangan yang terperinci mengenai status kewangan dirinya dan satu perisytiharan berkanun daripada pihak berkuasa yang sah untuk mengesahkan ketidakmampuan dirinya untuk menghadiri peperiksaan lisan (viva voce) secara bersemuka akibat ketidakstabilan kewangan.

Critical Financial Circumstances: The candidate is required to submit a detailed financial statement outlining their financial status, along with a statutory declaration from an authorized authority to certify their inability to attend the in-person oral examination (viva voce) due to financial instability.

- iv. **Masalah Kiritikal yang Lain:** Calon mesti mengemukakan surat rasmi dari agensi kerajaan, pihak berkuasa atau kedutaan yang berkenaan, bagi memperincikan alasan kritikal tersebut yang menghalang calon untuk menghadiri peperiksaan lisan (viva voce).

Other Critical Circumstances: The candidate must submit an official letter from the relevant government agency, authority, or embassy, detailing the critical reasons preventing the candidate from attending the in-person oral examination (viva voce).

Dokumen-dokumen ini perlu disahkan oleh Pesuruhjaya Sumpah atau pihak berkuasa yang relevan dan dikemukakan kepada Pusat Pengajian Pascasiswazah selewat-lewatnya **TIGA (3)** minggu sebelum tarikh yang dijadualkan untuk Peperiksaan Lisan (viva voce) berlangsung.

*These documents must be duly authenticated by a Commissioner of Oaths or other relevant authority and submitted to the Centre for Graduate Studies no later than **THREE (3)** weeks prior to the scheduled date of the Oral Examination (viva voce).*

6.3.2 **Pertukaran daripada Kaedah Peperiksaan Lisan (viva voce) Dalam Talian kepada bersemuka**

Changes from Online Oral Examination (viva voce) Method to In-Person

Antara perkara yang boleh diberikan pertimbangan bagi pertukaran kaedah peperiksaan lisan (viva voce) adalah seperti berikut:

Among the considerations that may be considered for the change in oral examination (viva voce) method are as follows:

- i. **Masalah Sambungan Internet:** Calon boleh memohon perubahan kaedah pelaksanaan Peperiksaan Lisan (viva voce) sekiranya akses internet calon adalah terhad dan dijangka akan merencatkan proses Peperiksaan Lisan (viva voce)
Internet Connection Issue: The candidate may request a change in the method for conducting the Oral Examination (viva voce) if the candidate's internet access is limited and are most likely to impede the examination process.
- ii. **Keputusan Penilaian Awal Tesis:** Pusat Pengajian Siswazah berhak untuk mengarahkan calon untuk hadir secara bersemuka ke Peperiksaan Lisan (viva voce) sekiranya keputusan awal penilaian tesis menunjukkan kemungkinan keputusan gagal atau pemeriksaan semula atau permintaan dari pemeriksa agar penjelasan lanjut dari calon berkenaan tesis dilaksanakan secara bersemuka.
Preliminary Thesis Evaluation Outcome: The Centre for Graduate Studies reserves the right to require the candidate to attend the oral examination (viva voce) in person if the preliminary thesis evaluation indicates a potential failure outcome, re-examination, or if the examiner requests further clarification from the candidate regarding the thesis to be conducted in person.

6.3.3 Pertukaran daripada Kaedah Peperiksaan Lisan (viva voce) Secara Bersemuka kepada Dalam Talian oleh Pemeriksa *Changes from In-Person Oral Examination (viva voce) Method to Online by Examiner*

Antara perkara yang boleh diberikan pertimbangan bagi pertukaran kaedah peperiksaan lisan (viva voce) adalah seperti berikut:
Among the considerations that may be considered for the change in oral examination (viva voce) method are as follows:

- i. **Keputusan Penilaian Awal “Lulus Tanpa Pembetulan”:** Sekiranya penilaian awal tesis merupakan “Lulus Tanpa Pembetulan” pemeriksa boleh untuk memohon agar Peperiksaan Lisan (viva voce) dijalankan secara atas talian. Pemeriksa dikehendaki menghantar laporan penilaian tesis yang lengkap beserta emel notifikasi bahawa pemeriksa akan menghadiri sesi Peperiksaan Lisan (viva voce) secara atas talian.
Preliminary Verdict of Pass with No Correction: Should the preliminary verdict of the thesis evaluation be "Pass with No Correction," the examiner may request for the Oral Examination to be conducted via online. Examiner is required to submit the complete thesis assessment/evaluation report along with an official email notification indicating that he/she shall attend the Oral Examination (viva voce) online.

- ii. **Masalah Kesihatan:** Sekiranya pemeriksa tidak dapat hadir ke sesi Peperiksaan Lisan (viva voce) secara bersemuka disebabkan masalah kesihatan yang boleh menghalang pemeriksa dari hadir ke UTHM, pemeriksa boleh untuk memohon agar Peperiksaan Lisan (viva voce) dijalankan secara dalam talian. Pemeriksa dikehendaki menghantar laporan penilaian tesis yang lengkap beserta emel notifikasi bahawa pemeriksa akan menghadiri sesi Peperiksaan Lisan (viva voce) secara atas talian.

Medical Reason: In the event that the examiner is unable to attend the Oral Examination (viva voce) in person due to medical reasons that may impede their ability to travel to UTHM, he/she should submit the complete thesis assessment/evaluation report along with an official email to the Centre for Graduate Studies requesting that the viva voce be conducted online.

- iii. **Keselamatan Nasional atau Masalah Politik:** Sekiranya pemeriksa tidak dapat hadir ke sesi Peperiksaan Lisan (viva voce) secara peribadi disebabkan oleh keselamatan nasional atau masalah politik, merangkumi dan tidak terhad kepada larangan perjalanan akibat pergolakan politik atau sekatan kerajaan, pemeriksa hendaklah mengemukakan laporan penilaian dan penilaian tesis yang lengkap, bersama dengan emel rasmi kepada Pusat Pengajian Pascasiswazah, secara formal meminta agar viva voce diadakan secara dalam talian.

National Security or Political Concerns: In the event that the examiner is unable to attend the Oral Examination (viva voce) in person due to national security or political concerns, which may include travel bans from political unrest or governmental restrictions, the examiner should submit the complete thesis assessment and evaluation report, along with an official email to the Centre for Graduate Studies, formally requesting that the viva voce be conducted online.

Laporan penilaian tesis yang lengkap beserta emel notifikasi perlu diserahkan kepada Pusat Pengajian Pascasiswazah **SELEWAT-LEWATNYA DUA (2)** minggu sebelum tarikh peperiksaan lisan (viva voce) yang dijadualkan.

*The report and official email should be submitted to the Centre for Graduate Studies **NO LATER** than **TWO (2)** weeks prior to the scheduled date of the oral examination (viva voce).*

6.3.3 Larangan Peperiksaan Lisan Secara Dalam Talian *Prohibition Online Oral Examination*

Di dalam kes di mana terdapat mana-mana pemeriksa memberikan keputusan **PEMBETULAN MAJOR** atau **PEMERIKSAAN SEMULA** atau **GAGAL**, calon **TIDAK DIBENARKAN** untuk mengikuti Peperiksaan Lisan (viva voce) secara dalam talian.

*In the instance where any examiner renders a verdict of either **MAJOR CORRECTION** or **Re-EXAMINATION**, or **FAIL**, the candidate shall be **PROHIBITED** from attending the Oral Examination (viva voce) online.*

6.4 Pelaksanaan Peperiksaan Lisan (viva voce) Program Penyelidikan Mod Pembelajaran Terbuka Dan Jarak Jauh *Implementation of the Oral Examination (viva voce) For the Open and Distance Learning Research Program*

Peperiksaan Lisan (viva voce) bagi calon yang mendaftar ke program penyelidikan pascasiswazah dalam mod pembelajaran terbuka dan jarak jauh akan dilaksanakan sepenuhnya secara dalam talian. Walau bagaimanapun, pelaksanaan Peperiksaan Lisan (viva voce) secara dalam talian tersebut hendaklah mematuhi segala garis panduan serta peraturan yang digariskan oleh Agensi Kelayakan Malaysia (MQA) dan Standard Program yang berkuat kuasa dari semasa ke semasa.

The Oral Examination (viva voce) for candidates enrolled in the postgraduate research program under the open and distance learning mode will be conducted fully online. However, the Oral Examination (viva voce) via online should comply with all guidelines and regulations outlined by the Malaysian Qualifications Agency (MQA) and the relevant Program Standards in effect from time to time.

7.0 PERMOHONAN PENANGGUHAN PEPERIKSAAN LISAN (VIVA VOCE) *DEFERENTIAL APPLICATION OF ORAL EXAMINATION (VIVA VOCE)*

Kehadiran calon ke sesi Peperiksaan Lisan (viva voce) adalah **WAJIB** kerana sesi ini merupakan sebahagian daripada proses penilaian yang diperlukan untuk penganugerahan ijazah. Sekiranya calon tidak dapat menghadiri sesi Peperiksaan Lisan (viva voce), surat rayuan penangguhan hendaklah dikemukakan kepada Pusat Pengajian Siswazah untuk memohon penjadualan semula sesi tersebut. Rayuan ini mesti mendapat sokongan daripada penyelia dan dekan fakulti.

*The candidate's attendance at the Oral Examination (viva voce) session is **MANDATORY**, as it forms an integral part of the assessment process required for the conferral of the degree. Should the candidate be unable to attend the Oral Examination (viva voce), a formal appeal for deferment must be submitted to the Centre for Graduate Studies to request rescheduling of the session. This appeal must be supported by the supervisor and the faculty dean.*

Pertimbangan permohonan untuk penjadualan semula Peperiksaan Lisan (viva voce) adalah tertakluk kepada perkara-perkara berikut:

The appeal for the rescheduling of the Oral Examination (viva voce) shall only be entertained subject to compliance with the following conditions:

7.1 Syarat Permohonan Untuk Calon

Appeal Requirements for Candidate

Penangguhan Peperiksaan Lisan (viva voce) disebabkan Masalah kesihatan: Sekiranya calon tidak dapat menghadiri Peperiksaan Lisan (viva voce) kerana masalah kesihatan, calon diwajibkan untuk mendapatkan sijil cuti sakit yang disahkan oleh doktor kerajaan atau pegawai perubatan Universiti, atau autoriti dari negara asal calon. Calon, atau wakilnya, mesti memaklumkan kepada Penyelia dan Pusat Pengajian Siswazah (CGS) dalam tempoh dua puluh empat (24) jam selepas menerima sijil cuti sakit tersebut.

Deferment of Oral Examination (viva voce) Due to Medical Condition: Should the candidate be unable to attend the oral examination (viva voce) due to health problems, the candidate should obtain a medical certificate issued by a government doctor, a medical officer of the University, or an authority from the candidate's country of origin. The candidate, or their representative, should notify the Supervisor and the Centre for Graduate Studies (CGS) within twenty-four (24) hours of receiving the medical certificate.

Sekiranya calon jatuh sakit pada tarikh Peperiksaan Lisan (viva voce) itu sendiri, calon atau wakilnya diwajibkan untuk segera memaklumkan kepada Penyelia atau Pusat Pengajian Siswazah mengenai keadaan kesihatan tersebut. Kegagalan untuk mematuhi keperluan pemberitahuan ini boleh mengakibatkan kehilangan hak calon untuk menangguhkan peperiksaan tersebut.

Should the candidate fall ill on the date of the viva voce examination itself, the candidate or their representative is obligated to immediately notify the Supervisor or the Centre for Graduate Studies of the medical condition. Failure to comply with these notification requirements may result in the forfeiture of the candidate's right to defer the examination.

7.2 Ketidakpatuhan

Non-Compliance

- i. Kegagalan calon untuk memenuhi syarat kehadiran, prosedur pemberian notifikasi atau syarat penangguhan akan mengakibatkan pelajar dikenakan penalti, termasuk diberikan **KEDUDUKAN GAGAL**.

*Non-compliance with examination attendance requirements, notification procedures, or deferral policies may result in academic penalties, including the imposition of a **FAILED STANDING**.*

- ii. Permohonan penangguhan dan seterusnya penetapan semula tarikh Peperiksaan Lisan (viva voce) atas alasan selain daripada masalah kesihatan atau tanpa alasan yang kukuh **TIDAK** akan diluluskan.

*An application to defer and further reschedule the Oral Examination (viva voce) dates on grounds other than medical condition or without a substantiated reason shall **NOT** be granted.*

8.0 Pengurusan Peperiksaan Lisan (viva voce) *Oral Examination (viva voce) Administration*

Pusat Pengajian Siswazah (PPS) bertanggungjawab untuk pengurusan Peperiksaan Lisan (viva voce) seperti berikut:

Centre for Graduate Studies (CGS) shall bear responsibility for the administration of the Oral Examination (viva voce) as follows:

- i. **Penjadualan:** Pusat Pengajian Siswazah (PPS) bertanggungjawab untuk menetapkan dan menyebarkan jadual bagi semua Peperiksaan Lisan (viva voce).
Scheduling: Centre for Graduate Studies (CGS) shall be responsible for establishing and disseminating the schedules for all Oral Examination (viva voce).
- ii. **Jemputan:** Pusat Pengajian Siswazah (PPS) akan mengeluarkan jemputan rasmi kepada semua pihak berkepentingan Peperiksaan Lisan (viva voce) yang dilantik.
Invitations: Centre for Graduate Studies (CGS) shall issue an official invitation to all appointed stakeholders for the Oral Examination (viva voce).
- iii. **Pengendalian:** Pusat Pengajian Siswazah (PPS) akan memastikan bahawa semua sesi Peperiksaan Lisan (viva voce) dijalankan mengikut prosedur dan piawaian yang ditetapkan.
Conduct: Centre for Graduate Studies (CGS) shall ensure that all Oral Examination (viva voce) sessions are conducted in strict accordance with the prescribed procedures and standards.
- iv. **Rakaman:** Dalam kes di mana Peperiksaan Lisan (viva voce) dijalankan secara dalam talian/ hibrid, Pusat Pengajian Siswazah (PPS) bertanggungjawab untuk merakam sesi tersebut secara keseluruhan. Hak milik rakaman adalah hak mutlak Pusat Pengajian Siswazah dan mana-mana pihak tidak dibenarkan untuk menyebarkannya dan memilikinya sama ada secara sengaja atau tidak sengaja.
Recording: In instances where the Oral Examination (viva voce) is conducted via online/hybrid, Centre for Graduate Studies (CGS) shall be responsible for recording the entire session. The ownership of the recordings is the absolute right of the Centre for Graduate Studies, and no person is allowed to distribute them and own them, whether intentionally or unintentionally.

9.0 PENGENDALIAN PEPERIKSAAN *EXAMINATION CONDUCT*

Prosedur berikut mengawal tatacara pelaksanaan peperiksaan lisan (viva voce). Semua pelajar diwajibkan untuk mematuhi peraturan ini bagi memastikan proses peperiksaan yang adil dan teratur.

The following procedures govern the conduct of the Oral Examination (viva voce). All students are required to comply with these regulations to ensure a fair and orderly examination process.

9.1 Kehadiran Dan Ketepatan Masa *Attendance And Punctuality*

- i. Calon dikehendaki untuk tiba ke sesi Peperiksaan Lisan (viva voce) **lima belas (15) minit** sebelum waktu yang dijadualkan.
*It is required that students arrive at the Oral Examination (viva voce) session **fifteen (15) minutes** before the scheduled commencement.*
- ii. Sekiranya calon hadir ke Peperiksaan Lisan (viva voce) lebih dari **tiga puluh (30) minit** selepas waktu mula yang dijadualkan, calon **TIDAK AKAN** dibenarkan untuk menduduki Peperiksaan Lisan (viva voce) kecuali atas alasan yang sah dan diterima oleh panel pemeriksa.
*Entry to the Oral Examination (viva voce) **SHALL NOT** be permitted if a student arrives later than **thirty (30) minutes** after the scheduled start time, unless valid reasons, acceptable to the examination committee members, are provided.*
- iii. Pusat Pengajian Siswazah berhak untuk membuat pindaan kepada jadual Peperiksaan Lisan (viva voce).
Centre for Graduate Studies reserves the right to amend the schedule of the oral examination (viva voce).

9.2 Kebenaran dan Tatatertib *Permission and Conduct*

- i. Pelajar yang ingin meninggalkan sesi Peperiksaan Lisan (viva voce) mesti memperoleh kebenaran terlebih dahulu daripada pengerusi Peperiksaan Lisan (viva voce).
Prior authorization from the chairperson must be obtained by students wishing to leave the Oral Examination (viva voce) session.
- ii. Pematuan terhadap kod pakaian universiti adalah **DIMESTIKAN**. Sebarang pelanggaran terhadap kod pakaian boleh mengakibatkan tindakan disiplin mengikut peraturan tatatertib UTHM yang berkuatkuasa dari semasa ke semasa.
*Adherence to the university's dress code is **COMPULSORY**. Any violations of the dress code may result in disciplinary action in accordance with the UTHM disciplinary regulations in force from time to time.*

9.3 Tindakan Yang Dilarang *Prohibited Actions*

- i. Calon dilarang sama sekali untuk memohon atau meminta mana-mana individu untuk menyediakan atau mengarang sebarang maklumat atau rajah yang berkaitan dengan Peperiksaan Lisan (viva voce) yang sedang berlangsung.
The candidate is prohibited from soliciting or requesting any individual to prepare or compose any information or diagrams related to the ongoing Oral Examination (viva voce).
- ii. Calon dilarang daripada terlibat dalam sebarang interaksi atau komunikasi secara langsung atau tidak langsung dengan mana-mana individu, kecuali panel pemeriksa dan Jawatankuasa Peperiksaan Lisan sepanjang sesi Peperiksaan Lisan (viva voce).
Candidates are prohibited from engaging in any direct or indirect interaction or communication with any individuals, except for the examiner and the Oral Examination Committee, during the Oral Examination (viva voce).
- iii. Calon dilarang daripada memberikan sebarang kenyataan tambahan selepas keputusan peperiksaan telah diumumkan.
Candidates are prohibited from elaborating on any statement after the conclusion of the examination has been made.
- iv. Adalah dilarang sama sekali bagi mana-mana individu selain daripada calon untuk menduduki Peperiksaan Lisan (viva voce) bagi pihak calon.
It is strictly prohibited for any individual other than the candidate to undertake the Oral Examination (viva voce) on behalf of the candidate.
- v. Calon adalah dilarang sama sekali untuk merakam gambar atau membuat sebarang rakaman, sama ada audio dan/atau video, semasa Peperiksaan Lisan (viva voce) berlangsung.
It is strictly prohibited for the candidate to capture photographs or make any recordings, whether audio and/or video, during the Oral Examination (viva voce).

9.4 Prosedur Pentadbiran *Administrative Procedures*

- i. Universiti berhak untuk menggantung sementara keputusan Peperiksaan Lisan (viva voce) pelajar sehingga sebarang dakwaan penyelewengan akademik diselesaikan (sekiranya ada).
The University reserves the right to temporarily suspend the result of a student's Oral Examination (viva voce) until it resolves any allegations of academic fraud (if any).

- ii. Kesemua alat tulis atau peralatan yang dipinjamkan kepada pelajar mesti dikembalikan ke Pusat Pengajian Siswazah (CGS) pada akhir Peperiksaan Lisan (viva voce).
All stationery or equipment loaned to students must be returned to the Centre for Graduate Studies (CGS) at the end of the Oral Examination (viva voce).
- iii. Kesemua arahan Peperiksaan Lisan (viva voce) mesti diteliti dan dipatuhi oleh pelajar sebelum, semasa dan selepas sesi Peperiksaan Lisan (viva voce) berlangsung.
All Oral Examination (viva voce) instructions must be reviewed and adhered to by students before, during and after the commencement of the Oral Examination (viva voce) session.
- iv. Kesemua borang yang berkaitan hendaklah dilengkapkan dan ditandatangani oleh pelajar sebelum, semasa dan selepas Peperiksaan Lisan (viva voce).
All relevant forms must be completed and signed by students prior, during and after the commencement of the Oral Examination (viva voce).
- v. Calon **DIMESTIKAN** untuk mematuhi **SEMUA** arahan yang dikeluarkan oleh Pusat Pengajian Siswazah (CGS) dan panel pemeriksa.
*It is **COMPULSORY** for candidate to abide **ALL** instructions issued by the Centre for Graduate Studies (CGS) and the examiners.*

9.5 Penyelesaian Pertikaian

Dispute Resolution

- i. Sebarang pertikaian terhadap keputusan yang diputuskan oleh panel pemeriksa boleh dibangkitkan secara rasmi oleh pelajar di penghujung Peperiksaan Lisan (viva voce).
Any dissatisfaction with the decision rendered by the examiners may be formally raised by the student at the conclusion of the Oral Examination (viva voce).
- ii. Pertikaian hendaklah terhad kepada perkara-perkara yang terkait dengan kandungan tesis, dan keputusan muktamad akan dibuat mengikut budi bicara mutlak panel pemeriksa.
Disputes shall be restricted to matters concerning the content of the thesis, and the final determination shall be made at the sole discretion of the examiners.

9.6 Rayuan *Appeal*

Rayuan untuk semakan keputusan viva voce mesti dikemukakan secara bertulis kepada Dekan Pusat Pengajian Siswazah (CGS) melalui Fakulti yang berkenaan dalam tempoh empat belas (14) hari bekerja selepas pengumuman keputusan peperiksaan lisan (viva voce). Permohonan rayuan akan dipertimbangkan mengikut peraturan yang berkuatkuasa dari semasa ke semasa seperti yang ditetapkan oleh Universiti Tun Hussein Onn Malaysia.

An appeal for the review of the viva voce verdict must be submitted in writing to the Dean of the Centre for Graduate Studies (CGS) through the relevant Faculty within fourteen (14) working days following the announcement of the oral examination (viva voce) results. The appeal application will be considered in accordance with the regulations in force from time to time as set forth by Universiti Tun Hussein Onn Malaysia.

10.0 PERMOHONAN PERKHIDMATAN PENTERJEMAH BAHASA ISYARAT *APPLICATION FOR SIGN LANGUAGE INTERPRETER*

Tujuan penyediaan perkhidmatan penterjemah bahasa isyarat adalah untuk memastikan bahawa calon yang memerlukan bantuan komunikasi melalui bahasa isyarat diberikan peluang untuk mengikuti Peperiksaan Lisan (viva voce) secara berkesan.

The purpose of providing sign language interpreter is to ensure that candidates requiring communication assistance through sign language are afforded the opportunity to effectively participate in the Oral Examination (viva voce) process.

10.1 Syarat Umum Permohonan Untuk Menggunakan Perkhidmatan Penterjemah Bahasa Isyarat Semasa Peperiksaan Lisan (viva voce)

General Requirements for Sign Language Interpreter Services During Oral Examination (viva voce)

Pelajar layak untuk memohon untuk menggunakan perkhidmatan penterjemah bahasa isyarat semasa peperiksaan lisan (viva voce) sekiranya pelajar mempunyai rekod kurang upaya atau kondisi yang akan mengakibatkan kesukaran untuk memahami dan berkomunikasi di dalam bahasa yang digunapakai semasa Peperiksaan Lisan (viva voce).

A student is eligible to apply for the use of sign language interpreter services during an oral examination (viva voce) if the student possesses a recorded disability or condition that adversely affects their ability to understand or communicate in the language used during the oral examination.

10.2 Syarat Umum Bagi Pelantikan Penterjemah Bahasa Isyarat

General Requirements for Sign Language Interpreter Appointment

- i. **Latar Belakang Pendidikan:** Penterjemah bahasa isyarat yang dilantik diwajibkan memiliki sijil pengiktirafan daripada pihak berkuasa

tempatan yang berkaitan, seperti Persekutuan Orang Kurang Upaya Pendengaran Malaysia (MFD), adalah diwajibkan.

Educational Background: It is mandatory for the appointed sign language interpreter to hold a certification from relevant local authorities, such as the Malaysian Federation of the Deaf (MFD).

- ii. **Kemahiran Bahasa Isyarat:** Penterjemah bahasa isyarat yang dilantik dikehendaki menunjukkan kemahiran dalam Bahasa Isyarat Melayu (BIM) atau bahasa isyarat lain yang berkaitan. Di samping itu, penterjemah bahasa isyarat yang dilantik mesti memegang sijil profesional daripada badan yang diiktiraf, termasuk tetapi tidak terhad kepada Persekutuan Orang Kurang Upaya Pendengaran Malaysia (MFD).

Sign Language Proficiency: The appointed sign language interpreter is required to exhibit proficiency in Malaysian Sign Language (BIM) or other relevant sign languages. Additionally, the appointed sign language interpreter must hold professional certification from recognized bodies, including but not limited to the Malaysian Federation of the Deaf (MFD).

10.3 Syarat-Syarat Tambahan *Additional Requirements*

- i. Lantikan penterjemah bahasa isyarat adalah tertakluk kepada kelulusan Jawatankuasa Tetap Senat Pengajian Siswazah (JPS).
The appointment of a sign language interpreter shall be subject to the approval of Jawatankuasa Tetap Senat Pengajian Siswazah (JPS).

- ii. Bayaran tambahan bagi menampung bayaran honorarium penterjemah bahasa isyarat adalah tertakluk kepada kadar bayaran honorarium yang telah diluluskan oleh pihak Universiti.
The imposition of any additional fees to cover the honorarium for the sign language interpreter shall be subject to the honorarium rate duly approved by the University.

- iii. Bayaran tambahan bagi perkhidmatan penterjemah bahasa isyarat akan dicaj kepada akaun pelajar.
Any additional fees incurred for the services of a translator and/or sign language interpreter shall be charged to the student's account.

- iv. Penterjemah bahasa isyarat dikehendaki mematuhi perjanjian kerahsiaan, terutamanya apabila mengendalikan maklumat sensitif atau sulit. Penterjemah bahasa isyarat mesti mengekalkan sikap berkecuali, memastikan bahawa kepercayaan peribadi, prejudis, atau konflik kepentingan tidak mempengaruhi perjalanan Peperiksaan Lisan (viva voce).

Sign language interpreters are obligated to adhere strictly to confidentiality agreements, especially when handling sensitive or confidential information. The sign language interpreters is required to maintain impartiality,

ensuring that personal beliefs, biases, or conflicts of interest do not affect or influence the Oral Examination (viva voce)

11.0 PENALTI ***PENALTY***

- i. Senat atau pihak berkuasa Universiti yang diberi kuasa akan mengenakan gred GAGAL untuk Peperiksaan Lisan (viva voce) terhadap mana-mana pelajar yang disabitkan kesalahan melanggar mana-mana peraturan peperiksaan.

The Senate or authorized University authorities shall impose a FAIL standing for the Oral Examination (viva voce) against any student who is prosecuted and found guilty of violating any examination regulations.

- ii. Pelajar yang didapati melanggar peraturan ini juga boleh dikenakan tindakan disiplin mengikut Garis Panduan (Peraturan Pelajar), 2009, dan Akta Universiti dan Kolej Universiti, 1971, yang terpakai di Universiti Tun Hussein Onn Malaysia.

Students found in violation of these regulations may also be subject to disciplinary action pursuant to the Guidelines (Student Regulations), 2009, and the University and College University Act, 1971, as applicable to Universiti Tun Hussein Onn Malaysia.

12. PERUNTUKAN AM ***GENERAL PROVISION***

- i. Garis Panduan ini hendaklah dibaca bersama dengan kaedah, peraturan, garis panduan atau tatacara lain yang berkaitan dengan peperiksaan lisan (viva voce) yang diguna pakai di UTHM dari semasa ke semasa.

These Guidelines shall be read together with other rules, regulations, guidelines or procedures related to the oral examination (viva voce) applied at UTHM from time to time.

- ii. Senat boleh, atas budi bicara, membenarkan sebarang pengecualian terhadap pemakaian Garis Panduan ini sekiranya didapati suai manfaat.

The Senate may exclude any provision of these Guidelines which the Senate deems appropriate.

- iii. Sekiranya terdapat kekeliruan antara versi Bahasa Melayu dan versi Bahasa Inggeris dalam menafsirkan pelaksanaan peruntukan dalam Garis Panduan ini, maka versi Bahasa Melayu hendaklah terpakai.

Should there be any discrepancy between the Bahasa Melayu and the English Version in interpreting the provision of this regulation, the Bahasa Melayu version shall prevail.