



## **RESIDENTIAL REQUIREMENT FOR POSTGRADUATE PROGRAMME BY RESEARCH**

### **1. Definition**

“Residential requirement” refers to the minimum period required for students to be physically present on campus. The university appreciates the value and importance of research projects with intervarsity, international, and/or transdisciplinary components, which may require postgraduate students to spend a long period of time off-campus. The present guidelines aim to provide flexibility for postgraduate students by research, to meet the residential requirement set by the Malaysian Qualification Agency (MQA) and the Ministry of Higher Education (MOHE), Malaysia.

### **2. Residential requirements**

Residential requirement for postgraduate programme by research in UCSI University are as stated below:

Doctoral degree – ONE (1) semester, which is FOURTEEN (14) weeks

Master’s degree – ONE (1) semester, which is FOURTEEN (14) weeks

\*For non-Malaysian students, kindly adhere to the residential requirement set by the home country (if any), or whichever is longer, for recognition of the postgraduate degree awarded.

Students must accumulate the period of physical attendance before study completion. A minimum of TEN (10) working days or two (2) weeks is required for each visit to the campus. Note that it is the responsibility of the student to ensure that all graduation requirements are met before the study completion date.

### **2. Records of physical attendance on campus**

The physical attendance for postgraduate students by research should be timely recorded by the Faculty/Institute/School via:

- i. class attendance sheet (hardcopy)
- ii. digital records of attendance in the UCSI University Integrated Information System (IIS)
- iii. supervisor-student meeting form
- iv. assignments
- v. meeting minutes
- vi. and other relevant forms of record

### **3. Consequence of insufficient residential period**

If the student in a postgraduate programme by research fails to meet the minimum residential requirements by the final semester, he/she will not be awarded the postgraduate degree. Instead, the student will need to register for subsequent semesters until the residential requirement is met, in which additional tuition fees and facility fees will be incurred.

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