

Frequently Asked Questions: Postgraduate Study

This page features frequently asked questions on postgraduate study, split into the following sections.

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General questions:

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- How do I apply and when?
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- Any discount of tuition fees for MMU and TM staff?
- What is the duration of study for Masters / PhD?
- What if I am unable to complete within the stipulated period?
- I am currently in my final semester of undergraduate programme. Can I apply for the Master's programme?
- I have passed my Master's thesis/dissertation viva-voce. Can I apply for the PhD's programme?

What type of postgraduate programmes do MMU offer?

Multimedia University (MMU) offers three categories of postgraduate programmes:

1. Masters and PhD Programmes by Research (Structure A)
2. Masters and Doctoral Programmes by Coursework and Dissertation (Structure B)
3. Masters Programme by Coursework (Structure C)

What are the programmes offered by MMU in Cyberjaya, Melaka and Penang Skills Development Centre (PSDC)?

Cyberjaya Campus:

Master of Engineering (Telecommunications)
Master of Electrical and Electronic Engineering
Master of Business Administration
Master of Knowledge Management
Master of Multimedia (e-Learning Technology)
Master of Information Technology (Multimedia Computing)
Master of Computer Science in Software Engineering & Software Architecture
Doctor of Business Administration
Master by Research and PhD

Melaka Campus:

Master of Engineering in Embedded System
Master of Engineering in Advance Manufacturing Management
Master by Research and PhD

Penang Skills Development Centre (PSDC):

Master of Engineering (Telecommunications)
Master of Engineering (Microelectronics)
Master of Engineering (Photonics)

What is the difference between taught programme and research programme?

A research candidate (Structure A) must conduct research (investigations in a particular subject area, study and experiment, culminating the findings of the research undertaken) under the supervision of the academic staff and submit a thesis for the fulfilment of the graduation requirements. Research candidates may also be required register for and pass subject(s) as required by the respective Faculty.

For Structure B and C, a candidate must register and pass a prescribed number of taught subjects (involve the attendance of formal classes, seminars, laboratories and written examinations). In addition, the candidate must conduct research (for Structure B) or project (for Structure C) under the supervision of the academic staff and submit a dissertation/project for the fulfillment of the graduation requirements.

How can I find out the research interests of academic staff at MMU?

Detailed information about the research activity and staff research interest at MMU can be found on our Faculty websites; relevant links to these are supplied on the programme pages in this site.

When can I start my postgraduate study at MMU?

The general intake for taught programmes (Structures B and C) will be in February, June or October every year. Start dates for each programme are stated in the individual

programme website. Application is open throughout the year for research-based programme.

Is there an age limit for postgraduate programmes?

There is no age limit. So long as you meet the minimum requirements, you are eligible to apply. Each application is considered on its own merits.

How do I apply and when?

For details of how to apply, please see Prospective Student >> Admission >> Application. You also may download the Postgraduate Application Form at (<http://ips.mmu.edu.my/index.php?mod=29>)

What can I find information about the admission requirements?

Details of minimum entry requirement are available under [Entry Requirement](#).

In addition to the academic requirements, an applicant is also required to possess a sufficient level of English language proficiency.

What level of English language do you require for postgraduate study?

An applicant is required to possess a sufficient level of English language proficiency by obtaining one of the following:

- i. a minimum overall TOEFL score of 551 (paper based) or 237 (computer based) or 92 (internet based) ; or
- ii. a minimum IELTS (academic) overall band score of 6.5; or
- iii. a credit in 1119 English Examination; or
- iv. a minimum score of 551 in Multimedia University's English Language Proficiency Test; or
- v. a minimum MUET overall band score of 4; or
- vi. any other qualification which is of equivalent level as determined by the Senate of the University.

What if I do not possess the English competency?

The Faculty may interview the candidates who have obtained their Bachelor's or Master's degrees from institution, where English is used as the main medium of instruction or as one of the mediums of instruction and recommend to the Senate for waiver.

An English Language Proficiency test will be conducted to gauge their proficiency level of the candidates who do not meet the English Language requirement and fail the English interview (if applicable).

Candidates who fail to meet the English Language requirement may enroll into the Intensive English Language Programme (IELP) offered by MMU in the month of February, June or October every year.

How long does it take for MMU to review my application?

Only complete application will be processed. Once we receive the completed application, decision for postgraduate taught programme will normally take about 15 working days. There will be exceptions during extremely busy periods where it will take longer. Decision for postgraduate research programme is dependant on many factors, once we receive the completed application it is sent to the faculty for consideration.

Can I appeal on my rejected application?

A candidate, whose application has been rejected, may appeal to the Board of Postgraduate Studies in writing to the Dean of IPS.

I forget to attach some relevant documents/certification during initial application. What should I do?

Please pass/postal mail the documents soonest possible. A maximum of 3 reminders will be sent to applicants to submit any pending documents. Each reminder will be sent every fortnightly. Failure to respond to the 3rd reminder would cause the application to be closed.

Can I defer my postgraduate study?

An applicant may defer his admission by submitting the deferment form to IPS. The deferment of admission is not allowed for more than TWELVE months from the registration date stipulated in the offer letter. If the candidate fails to register or apply for a deferment of admission within the allowed period, the offer of admission is automatically lapsed.

Upon approval of the application for deferment of admission, the candidate will be notified of the new date of admission. Late registration is not allowed without prior approval of the admission deferment from the Dean of IPS.

What is the postgraduate programme fee?

For details of programme fees, please see [Fee](http://ips.mmu.edu.my/index.php?mod=16).
(<http://ips.mmu.edu.my/index.php?mod=16>)

Is there any financial aid/scholarship provided?

For programme by research, you may apply for [Graduate Research Assistantship](http://ips.mmu.edu.my/index.php?mod=25) (GRA).
(<http://ips.mmu.edu.my/index.php?mod=25>).

For programme by coursework, we do not offer any scholarships or loans to students.
Info on scholarship by others

Any discount of tuition fees for MMU and TM staff?

MMU offer tuition fee discount to MMU/TM staff and their children studying at MMU. This discount is given based on the semester tuition fees provided the staffs are serving MMU/TM at the point of approval. The staffs need to apply for the tuition fee discount on a semester basis.

The eligibility of MMU staff and discount are as follow:

1. Permanent and Contract Local Staff

- a) Service 1-4 years - 25 % discount
- b) Service 5-9 years - 35 % discount
- c) Service more than 10 years - 50% discount

2. Expatriate Staff

- a) Service 1-4 years - 10 % discount
- b) Service above 5 years - 20 % discount

The eligibility of TM staff and the discount are as follow:

- a) Service 1-9 years - 20 % discount
- b) Service about 10 years - 30 % discount

What is the duration of study for Masters / PhD?

A candidate shall complete the postgraduate programme between the minimum and maximum years as shown in the table below.

Programme	Minimum (years)	Maximum (years)	Norm (years)
Ph.D. (full-time)	2	5	3.5
Ph.D. (part-time)	3	7	5.0
Doctoral (full-time)	3	5	4.0
Doctoral (part-time)	4	7	5.0
Masters (full-time)	1	3	2.0
Masters (part-time)	2	5	3.0

Note: The normal period serves only as a timeline reference.

What if I am unable to complete within the stipulated period?

The candidate may apply for an extension. The extension shall not exceed one year for a candidate, except under special circumstances, with the approval from the Senate. The extension shall only be given for the completion of thesis/dissertation/project.

I am currently in my final semester of undergraduate programme. Can I apply for the Master's programme?

An applicant in the final semester of undergraduate programme only can apply upon completion, provided his current CGPA satisfies the programme requirement.

I have passed my Master's thesis/dissertation viva-voce. Can I apply for the PhD's programme?

An applicant who has passed his Master's thesis/dissertation viva-voce may apply for provisional admission into a PhD degree.

The provisional offer will be automatically withdrawn if the applicant fails to submit the required documents by the stipulated date in the offer letter.

Taught programmes:

- What is the medium of instruction for the programme?
- What is involved in a taught programme?
- Who is involved in a taught programme and what is their qualification?
- Is credit transfer possible?

What is the medium of instruction for the programme?

All classes are conducted in English. You are required to write your assignments, laboratories, project and final exams in English.

What is involved in a taught programme?

A wide range of taught postgraduate programmes are available at Multimedia University. These programmes are delivered via a range of teaching methods including lectures, assignments, seminars, case studies and a dissertation or project. Examination may take various forms, including written examinations, assessed course work, projects work, etc.

Who is involved in a taught programme and what is their qualification?

Multimedia University employs qualified staff to ensure the quality and effectiveness of its postgraduate programmes. All staff is at least Ph.D. holder or a Master's degree holder with relevant research and industrial experience and.

Is credit transfer possible?

Yes. Candidates applying for credit transfer must have completed the subject(s) and have good academic standing at the previous University or Institution recognized by MMU.

Candidates shall submit the application for credit transfer together with the certified copies of the official transcripts, course structure and syllabi when applying into the postgraduate programme in MMU.

Transfer of credit will be awarded provided that:

- The subjects are relevant to the programme (covers at least 70% of the MMU subjects' syllabus).
- The credit of the subject to be transferred should be equivalent to the credit of subject offered at MMU.
- The previously attempted subject should have earned a minimum of grade 'B' or 65% in total of 100 marks.
- The candidates took the subjects not more than THREE years prior to the registration date of the programme at MMU.
- The total number of credits transferred shall not be more than 12 credit hours of the total credit requirement of the programme.
- The subjects were not taken for the degree previously awarded.

Research degrees:

- What is a research proposal?
- How long should a research proposal be?
- What should a research proposal contain?
- How important is the research proposal to my application?
- For the field on proposed supervisor(s), can I leave it blank as I do not know any staff in your University?
- What if I would like to change research topic/area after admission?
- What are the stages of examination in postgraduate studies by research?

What is a research proposal?

A postgraduate research proposal should:

- clearly define the topic that you are interested in studying at postgraduate level
- show that you have begun to identify and develop an interesting and original research question in relation to your chosen topic

Your proposal, should therefore demonstrate that you understand your intended research area and have some understanding of how to conduct research.

How long should a research proposal be?

A typical research proposal will be somewhere between 2,000 and 3,000 words or approximately about 10 pages.

What should a research proposal contain?

A research proposal should consist the following:-

- Introduction & Justification of the study (Research Background, Problem Statements & Motivations and Objectives & Deliverables)
- Literature Review
- Research Methodology
- Research Schedule
- List of References

How important is the research proposal to my application?

Acceptance onto a postgraduate research programme will be based upon both your academic ability and the availability of interested and suitably qualified supervisors. The research proposal makes the difference when it comes to finding supervisors and this part of the application is therefore crucial.

Your research proposal will be read by academics that have an interest in a similar field in order to determine whether their expertise would enable them to act as your research supervisor during the course of your postgraduate study.

For the field on proposed supervisor(s), can I leave it blank, as I do not know any staff in your University?

You may refer to the Directory of Expertise (link to DOE) for a list of research interests of all the staff members in the various faculties. You need not indicate any proposed

supervisor(s) if you are unable to. A supervisor or supervisors will be appointed for each candidate based on the approved research topic.

What if I would like to change research topic/area after admission?

A candidate may apply for change of research field within the SIX months from the beginning of candidature and the candidature shall continue upon Senate's approval.

The application for the change of research field is not allowed after SIX months.

What are the stages of examination in postgraduate studies by research?

A candidate needs to pass the following stages:

- 1) Proposal defence
- 2) Work Completion Seminar
- 3) Thesis examination (by external and/or internal examiners)
- 4) Viva-voce