



الجامعة الإسلامية العالمية ماليزيا  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA  
يونسبرستي اسلام، انبار ايجسا ملديسيا

## MANAGEMENT SERVICES DIVISION

### ACADEMIC ASSIGNMENT FOR STAFF / ACADEMIC TRAINEE ON STUDY LEAVE

Name: \_\_\_\_\_ Staff No. / Academic Trainee No.: \_\_\_\_\_

Email: \_\_\_\_\_ Handphone: \_\_\_\_\_

Department / Kulliyah: \_\_\_\_\_

Course: \_\_\_\_\_

Place of Study: \_\_\_\_\_

Thesis Title: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Final Thesis Submission: \_\_\_\_\_ Date of Final Examination / Viva: \_\_\_\_\_

Date of Final Submission for Thesis Correction: \_\_\_\_\_

#### IMPORTANT

- 1) Please attached a copy of submission of correction thesis letter from your University.
- 2) You are allowed to be assigned with academic or other responsibilities as the University deems fit and proper once you have completed your thesis correction.

#### FOR OVERSEAS CANDIDATE:

Date of departure from oversea: \_\_\_\_\_ Date of arrival in Malaysia: \_\_\_\_\_

Flight route: \_\_\_\_\_ Airlines: \_\_\_\_\_

Staff / AT Signature : ..... Dean's Signature : .....

Date : ..... Kulliyah : .....

Date : .....

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**FOR KULLIYAH'S VERIFICATION**  
*(Please complete this section and submit a copy to MSD)*

This is to certify that the academic staff / academic trainee has submitted the correction of the thesis and to be assigned academic responsibilities (including teaching with a maximum of two (2) courses only) at the Kulliyah with effect from Semester \_\_\_\_\_ which starts on (date) \_\_\_\_\_ to \_\_\_\_\_.

Remarks *(if any)*: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Dean / Director / Head of Department  
Kulliyah / Centre / Department  
(Signature & Official Stamp)

\_\_\_\_\_  
Date