

KOE GENERAL GUIDELINE FOR THE APPOINTMENT OF EXAMINERS

A. APPOINTMENT OF EXTERNAL EXAMINERS

1. For the appointment of external examiners, kindly check through the Senate approved list provided with areas of expertise to be nominated via:
<http://bit.ly/ListOfExternalExaminers>



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2. For a new examiner's appointment, kindly provide the summary CVs as per the attached IIUM template
3. CV of the new examiner's appointment should be approved at the Department Board Meeting (DBM) and submit to the Office of DDPG for KPRC endorsement.
4. The University Committee of Postgraduate Studies (UCPS) and Senate will deliberate all the endorsement matters. The appointment is valid for three years in the List of External Examiner's Database.
5. Supervisors need to remind the new examiner to provide the info of most recent FIVE (5) most impactful publications in terms of both Journal Index and No of citation.

B. APPOINTMENT OF INTERNAL EXAMINERS

Kindly be informed that it has been suggested, (but not compulsory), in the KPRC No 10/2020 that the appointment for Internal Examiners for postgraduate students are as follows:

1. Professor and Associate Professor are highly suggested to be selected as the internal examiner for PhD and MSc by Research students.
2. Assistant Professor is highly suggested to be selected for MSc by Mixed mode (2 internal examiners) and MSc by coursework mode (1 internal examiner).