

AN INTERNATIONAL AWARD-WINNING INSTITUTION FOR SUSTAINABILITY

**OFFICE OF KNOWLEDGE FOR CHANGE AND ADVANCEMENT (KCA)**  
**CHECKLIST FOR SUBMISSION OF ACADEMIC PROGRAMME – MQA-02 (OTHERS)**

NAME OF KULLIYAH : \_\_\_\_\_  
 NAME OF NEW PROGRAM : \_\_\_\_\_  
 DATE OF SUBMISSION : \_\_\_\_\_  
 CONTACT PERSON : \_\_\_\_\_  
 TELEPHONE NO : \_\_\_\_\_

KINDLY TICK (✓) THE FOLLOWING DOCUMENTS:

**AREA 1: PROGRAMME DEVELOPMENT AND DELIVERY**

1.1 Statement of Educational Objectives of Academic Programme and Learning Outcomes

1.1.1	-	<input type="checkbox"/>	1.1.4	-	<input type="checkbox"/>
1.1.2	-	<input type="checkbox"/>	1.1.5 (a)		<input type="checkbox"/>
1.1.3 (a)	-	<input type="checkbox"/>	(b)		<input type="checkbox"/>
(b)	Table 1	<input type="checkbox"/>			
(c)	-	<input type="checkbox"/>			

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REMARK/COMMENT:

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1.2 Programme Development: Process, Content, Structure and Teaching-Learning Methods

1.2.1	-	<input type="checkbox"/>	1.2.4 (a)	-	<input type="checkbox"/>
1.2.2	-	<input type="checkbox"/>	(b)	Table 2	<input type="checkbox"/>
1.2.3 (a)		<input type="checkbox"/>	(c)	Appendix A	<input type="checkbox"/>
(b)		<input type="checkbox"/>	1.2.5	-	<input type="checkbox"/>

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**1.3 Programme Delivery**

1.3.1 -

1.3.4 -

1.3.2 -

1.3.5 -

1.3.3 (a)

(b)

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**IIUM STANDARD**

(1) -

(2) -

**AREA 2: ASSESSMENT OF STUDENT LEARNING**

**2.1 Relationship between Assessment and Learning Outcomes**

2.1.1 -

2.1.2 -

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**2.2 Assessment Methods**

2.2.1 -

2.2.2 (a)  (b)  (c)  (d)

2.2.3 (a)  (b)  (c)  (d)  (e)

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**2.3 Management of Student Assessment**

2.3.1 -  2.3.3 -   
2.3.2 -  2.3.4 -

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**AREA 3: STUDENT SELECTION AND SUPPORT SERVICES**

**3.1 Student Selection**

3.1.1 -  3.1.3 -   
3.1.2 -  3.1.4 -

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**3.2 Articulation and Transfer**

3.2.1 -  3.2.2 -

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REMARK/COMMENT:

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**3.3 Student Support Services**

3.3.1 -  3.3.4 -   
3.3.2 -  3.3.5 -   
3.3.3 -  3.3.6 -

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**3.4 Student Representation and Participation**

3.4.1 -  3.4.3 (a)  (b)   
3.4.2 -  3.4.4 -

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**3.5 Alumni**

3.5.1 (a)  (b)

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**IIUM STANDARD**

(1) -

**AREA 4: ACADEMIC STAFF**

**4.1 Recruitment and Management**

4.1.1	-	<input type="checkbox"/>	4.1.5	-	<input type="checkbox"/>
4.1.2	(a)	<input type="checkbox"/>	4.1.6	-	<input type="checkbox"/>
	(b)	<input type="checkbox"/>	4.1.7	-	<input type="checkbox"/>
4.1.3	-	<input type="checkbox"/>	4.1.8	-	<input type="checkbox"/>
4.1.4	(a)	Appendix B			
	(b)	CV			
	(c)	-			

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**4.2 Service and Development**

4.2.1	-	<input type="checkbox"/>	4.2.4	-	<input type="checkbox"/>
4.2.2	-	<input type="checkbox"/>	4.2.5	-	<input type="checkbox"/>
4.2.3	-	<input type="checkbox"/>	4.2.6	-	<input type="checkbox"/>
4.2.4	(a)	<input type="checkbox"/>			
	(b)	<input type="checkbox"/>			

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**AREA 5: EDUCATIONAL RESOURCES**

5.1 Physical Facilities

- 5.1.1 (a) Appendix C  (b)  (c)  (d)  (e)   
5.1.2 -   
5.1.3 -

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5.2 Research and Development

- 5.2.1 (a)  (b)   
5.2.2 (a)  (b)   
5.2.3 -

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5.3 Financial Resources

- 5.3.1 -  5.3.3 (a)  (b)   
5.3.2 -

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**AREA 6: PROGRAMME MANAGEMENT**

6.1 Programme Management

- 6.1.1 (a)
- (b)
- 6.1.2 -
- 6.1.3 (a)
- (b)
- 6.1.4 -
- 6.1.5 -
- 6.1.6 -

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6.2 Program Leadership

- 6.2.1 -
- 6.2.2 -
- 6.2.3 -

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6.3 Administrative Staff

- 6.3.1 (a)  (b)  (c) Appendix D
- 6.3.2 -
- 6.3.3 -

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6.4 Academic Records

- 6.4.1 (a)  (b)
- 6.4.2 -
- 6.4.3 -
- 6.4.4 -

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**AREA 7: PROGRAMME MONITORING, REVIEW AND CONTINUAL QUALITY IMPROVEMENT**

7.1 Mechanisms for Programme Monitoring, Review and Continual Quality Improvement

- 7.1.1 -
- 7.1.2 -
- 7.1.3 (a)  (b)  (c)  (d)
- 7.1.4 -
- 7.1.5 -
- 7.1.6 -
- 7.1.7 -
- 7.1.8 -
- 7.1.9 -

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PART A	-	<input type="checkbox"/>	PART A	-	<input type="checkbox"/>
PART B	-	<input type="checkbox"/>	PART B	-	<input type="checkbox"/>
PART C	-	<input type="checkbox"/>	PART C	-	<input type="checkbox"/>
PART D		<input type="checkbox"/>	PART D		<input type="checkbox"/>
COURSE OUTLINE	-	<input type="checkbox"/>	COURSE OUTLINE	-	<input type="checkbox"/>

CHECKED BY: : \_\_\_\_\_

DATE : \_\_\_\_\_

SIGNATURE & STAMP : \_\_\_\_\_