附　録　一　(5)

UNIVERSITI PERTANIAN MALAYSIA

Incorporation

Universiti Pertanian Malaysia was officially established on 4th. October, 1971 by an Incorporation Order of His Majesty, the Yang Di Pertuan Agong. Prior to the establishment of Universiti Pertanian Malaysia, the Authorities of University of Malaya were responsible for providing agricultural training at diploma (sub-professional) and degree levels. The diploma courses were offered by the College of Agriculture, Malaya (from 1931) and degree courses by the Faculty of Agriculture, University of Malaya (from 1959). Owing to the post-war scientific and technological advancements in agriculture and related sciences as well as Malaysia's continuing dependence on an agricultural economy, it became apparent that there was a need for a new university to co-ordinate and further develop agricultural education. Towards this end, a merger between the College of Agriculture and the Faculty of Agriculture was conceived, resulting in the birth of Universiti Pertanian Malaysia. In the process, the Council of the College of Agriculture was dissolved and its functions and properties transferred to the new university. At the Faculty of Agriculture, degree programmes were gradually phased out by letting them complete their full cycle and by ceasing to accept new intakes of students.

Initial Operations

Prof. Tan Sri Datuk Dr. Mohd. Rashdan bin Haji Baba, who had been the Principal of the College of Agriculture since 1965 was appointed Vice-Chancellor of Universiti Pertanian Malaysia in 1971 by the Yang di-Pertuan Agong on the recommendation of the Minister of Education to spearhead the establishment and expansion of the new university. In April 1971, a small office was provided for the university administration to begin initial operations leading to the proclamation of the Incorporation Order in October of the same year. Other tasks included organising the three Foundation Faculties (Faculty of Agriculture, Faculty of Forestry and Faculty of Veterinary Medicine and Animal Science), taking over the running of diploma programmes and preparing for the introduction of new programmes at degree and diploma levels.

Development

Under the First Malaysian Plan (1966 – 1970) the College of Agriculture had embarked on development projects costing M$7.9 million to increase the student intake four-fold, from 40 to 160 Diploma students annually. The College grounds and fabric at Serdang subsequently formed the nucleus of the Universiti Pertanian Malaysia's Campus Master Plan. After the establishment of the University, a further sum of M$52 million was spent under the Second Malaysia Plan (1970 – 1975) to provide additional physical facilities and farm land urgently required by the Foundation Faculties to start degree programmes as well as to increase the number of diploma programmes. Universiti Pertanian Malaysia is currently implementing its Third Malaysia Plan (1976 – 1980) of M$120.6 million to cope with further expansion at Serdang. At Serdang the major projects include new educational buildings, and a Sports Complex.

In June 1974 a Branch Campus was established temporarily in Semongok, about 19 km from Kuching, Sarawak to decentralize some of the diploma programmes, thereby serving the needs of East Malaysia. The Sarawak Branch will move to Bintulu where the Sarawak State Government had set aside some 1,765 acres for its permanent home. An entirely new campus will be developed at an estimated cost of M$242.3 million. Eventually, degree courses will also be offered by the Branch Campus in Bintulu.

Academic Organizations

Diploma Course offered by the College of Agriculture, Malaya were continued, and new ones added to them, by Universiti Pertanian Malaysia after the College ceased to function. Degree courses, however, were begun only in June 1973 when the three Foundation Faculties accepted their first intake of students for programmes in Agriculture, Forestry and Veterinary Medicine. The total student population had risen to 1,559 by this time. Since 1973, the number of programmes at degree and diploma levels have increased greatly in keeping with the establishment of additional academic organizations.

Administrative Structure

The administrative structure of Universiti Pertanian Malaysia generally follows the pattern of established British Universities with powers vested in a Court, a Council and Senate – their respective functions being spelled out in the University Constitution. The Vice-Chancellor is the principal executive and academic officer

of the University. He is assisted by three Deputies. One Deputy Vice-chancellor is responsible for Student Affairs; the other Deputy Vice-Chancellor is responsible for Finance and Development while third the Deputy Vice-Chancellor is responsible for all matters of an academic nature. The day-to-day operations fall under the charge of the Registrar, the Bursar, the Chief Librarian and the Farm Director. The faculties are administered by *Deans, the Centre for Extension and Continuing* Education by a Director and the Branch Campus in Sarawak State by another Director.

Location of Campuses

The main University Campus is located at Serdang, Selangor, just outside the southern boundary of the Federal Territory of Kuala Lumpur, the capital city, about 23 km away. To the northeast of the University lies Petaling Jaya, a self-contained township, about 23 km from Kuala Lumpur, the easiest access to Universiti Pertanian Malaysia is provided by the Kuala Lumpur – Seremban Expressway either coming from Kuala Lumpur or Petaling Jaya.

Universiti Pertanian Malaysia's Branch Campus in Sarawak is situated in Semongok near Kuching. *It is approached through two miles of winding road,* starting from a small village sited at the 10th Mile Kuching – Serian Highway.

In addition to the Serdang and Sarawak Campuses, Universiti Pertanian Malaysia operates field stations/farms at various locations in Peninsular Malaysia.

Sarawak Branch Campus

The Universiti Pertanian Malaysia Sarawak Branch was established in 1974. The Campus is temporarily located on a 30-hectare site in Semenggok, 20 km. outside Kuching. The academic programme started with an intake of 114 students taking the one-year Preliminary Course in 1974/75. The first batch of Diploma students which enrolled in 1976/77 comprised 87 students pursuing the Diploma in Agriculture curriculum and 55 students pursuing on the Diploma in Forestry curriculum. The Preliminary Course intake for that year was 48. The Campus, still conducting the three programmes – one-year Preliminary Course, Diploma in Agriculture and Diploma in Forestry – has an enrollment of 450 students during the 1982/83 session.

The Sarawak Branch Campus is expected to move to its permanent, 800-hectare site in Bintulu, 370 kilometres to the north-east of Kuching in 1986.

THE UNIVERSITY LIBRARY

The University Library is centrally situated on the campus in relation to the academic complex. It provides more than 2,000 seats for readers and space for 500,000 volumes in the library building. The library building was built in two phases. The first phase was completed in 1973 and the second phase was completed in August, 1982. Besides the central library there is a branch library at the University Campus at Semonggok in Sarawak and another at the University's field station for Fisheries and Marine Science near Kuala Trengganu.

The rapidly growing collection of books, journals and audio-visual materials are being developed to support the needs of teaching, research and extension functions of the University. The book collection stands over 170,000 volumes and 4,300 serials titles are currently received. Other collections of Malaysian maps, government publications, pamphlets, and an audio-visual collection of films, filmloops, filmstrips, microfilms, microfiches, slides, transparencies, tapes and charts are steadily being developed.

The library provides a wide range of services apart from the normal loan services and long opening hours. They include reference, current awareness services, compilation of bibliographies, literature searches, inter-library loans, user education, reprographic, binding and telex services. Regular exhibitions of books and film shows on specific topics are held within the library premises to promote greater use of the library and its facilities in addition to actively participating in the process of education and communication.

Facilities are provided for seminars, meetings, discussion, typerwriting and private self study.

There is an information desk manned by a professional staff at all times located near the entrance of the library where enquiries can be made more information on the library and its services can be found in the Guide to the Library and The Library Rules and Regulations.

THE UNIVERSITY FARM

University Pertanian Malaysia aims to produce well-trained personnel in agriculture in order to meet the nation's manpower requirement in the agricultural sector. With a view to achieving this goal, the University provides all the necessary facilities including a 1,300-hectare farm within the Serdang campus area, and 800 hectares farm and forest areas within its Puchong complex.

Physically the University Farm at Serdang surrounds the academic and administrative complexes providing easy access for both the University researchers as well as the students when performing their daily functions.

The farms consist of established pasture land to cater for beef and dairy animals, poultry farms, fish ponds and the rest of the areas have been developed for important crops such as rubber, oil palm, fruits, spices, beverage crops, coconuts, annuals, vegetables and other economic crops of the country.

The University Farm is essentially a service-oriented organisation and its general objective is to provide field practical training on campus for the students while at the same time facilitating research projects in all aspects of agriculture such as livestock and crop production, pasture management and utilization and such others that are conducted from time to time.

The University also aims to provide the students with a maximum exposure to all the activities carried out in the farm particularly those involving research projects, agricultural mechanization, crop establishment, crop processing, marketing and livestock management.

Being part of the curriculum for courses in agriculture and other disciplines, field practical training is conducted to satisfy the following objectives:

(a) to develop the required skill and proficiency in crop and animal management.

(b) to develop power of observation, attention to details and ability to conduct research and report correctly.

(c) to cultivate desirable attitudes towards manual work and the needs of crops and animals.

(d) to create an appreciation of the environmental needs within the eco-system of land, plants, animals and man.

(e) to make a thorough study of factors responsible for crop and animal production.

(f) to enable students to apply their knowledge correctly, effectively and scientifically, and

(g) to train, observe and evaluate the performance of each individual student in the field.

The University Farm also provides other services to all University Faculties such as maintenance of vehicles and the general maintenance of campus grounds.

The branch campus of the University of Semanggok, Sarawak, presently maintains an area of 20 hectares to provide field practical training for students. This branch campus will be transferred in the near future to Bintulu where the University has been provided with 100,000 hectares forest land and 20,000 hectares of land to the developed into plantation.

THE COMPUTER CENTRE

The Computer Centre, established on February 1982, meets the requirements of facilities and services for undergraduate and postgraduate teaching, and the extensive research, development and consultancy activities by the academic staff. The Centre also provides computing facilities for the purpose of general administrative functions, the financial administration and the management and support services of the University Library.

The Centre is equipped with a general purpose, high speed, digital computer with an installed on line disk storage capacity of 2.1 billion bytes, an array of drives and two line printers.

User may use punched card in the normal batch mode or, for the advanced user, the interactive mode using visual display terminals.

The student programming section at the Centre is equipped with 30 terminals whilst the staff programming section has 10 units. One terminal is located at each Faculty building and other units are installed in the Registry Section, the Bursar Section and the Library administration section.

The Centre supports software libraries for the generally used languages FORTRAN, COBOL, BASIC, PLI and PASCAL. Popular application packages such as SPSS and FMPS (for linear programming) are also available.

Facilities for reference as well as assistance for program debugging and general development work are also provided for the users.

The Centre also conducts courses on computer programming, data processing and software packages application.

ACCOMMODATION FOR VISITORS

Owing to the great inconvenience of commuting between Universiti Pertanian Malaysia and Kuala Lumpur where suitable but costly hotels are readily available, it has been found necessary to provide in-campus accommodation for short-term visitors and quests at subsidised rates.

(a) Rumah Tetamu Block 1 (Guest House Block 1 formerly Ford Foundation Flats)

– There are five units of modern self-contained and fully-furnished flats, each consisting of two air-conditioned bedrooms, a shared bathroom, a spacious lounge, a dining room, a well-equipped kitchen and built-in storage space. Adequate crockery, cutlery and cooking utensils are provided for a small family.

(b) Rumah Tetamu Block 2 (Guest House Block 2)

– There are six units of fully furnished flats with two air-conditioned bedrooms with attached and unattached bathrooms, a spacious lounge, a dining room, a study room, a well equipped kitchen with adequate crockery, cutlery and cooking utensils. Each room is normally rented out on a 'room basis'.

(c) The Conference and Accommodation Complex under the Centre for Extension and Continuing Education has 42 ordinary rooms and three VIP rooms, each capable of accommodating two persons. Ordinary rooms have private bathrooms, writing tables and an intercom. set. In addition to the above, each VIP room has a lounge set, refrigerator and room air-conditioner. A washing machine & dryer are available to accupants.

STUDENT AFFAIRS

STUDENTS ASSOCIATION

All registered students of the Universiti Pertanian Malaysia together constitute an association known as the Students Association of the University Persatuan Pelajar-pelajar University. The Persatuan elects a Students' Representative Council by secret ballot conducted by the Dean of Faculty for Faculty representatives and independent representatives by the Registrar. A uniform number of representatives, as may be determinded by the Vice-Chancellor, from each Faculty can become members of the Students' Representative Council. The number of independent representatives according to the provision in the Universities and the University Colleges (Amendment) Act 1975, must not be more than half of the number of representatives from the Faculties. At present each Faculty may elect two representatives while the third candidate can be elected by all students.

The Students' Representative Council elects from among its members a President, a Vice-President, a Secretary and a Treasurer as its office-bearers. If the Council requires other office-bearers it must apply in writing to the Vice-Chancellor for his approval.

The members of the Students' Representative Council and its office-bearers are normally elected for a period of one year only. Any major decision of the Council generally has to be approved by a majority vote with not less than two-third of the members being present and voting.

The Students' Representative Council can form ad hoc committees among its members for specific purpose from time to time with the prior approval in writing of the Vice-Chancellor.

A student who has been found guilty of a disciplinary offence is disqualified to become a member of the Students' Representative Council. Similarly a student who has not yet appeared for his first examination in the University for his course of study or has failed or did not sit for his previous examination is also disqualified to stand for any election. Any graduate student registered for a higher degree or a post-graduate diploma can become an associate member of the Persatuan.

The main objectives and functions of the Students' Representative Council are generally to foster a spirit of corporate life among the students of the University, to organize and supervise activities as well as acquire welfare facilities in the University and to make representations to the Vice-Chancellor on all matters connected with the living, working and study conditions of the students of the University.

The Persatuan or the Students' Representative Council cannot maintain any funds or collect any money or property from any source but reasonable expenses as the Students' Representative Council require and are approved by the University can be paid by the University. All reasonable claims and expenses supported by receipts and vouchers are to be submitted by the Students' Representative Council to the Vice-Chancellor or his representatives.

There is also a provision in the Universities and the University Colleges (Amendment) Act 1975, for not less than ten students of the University to pursue any specific interest and to establish a student body with the prior approval of the Vice-Chancellor.

RESIDENTIAL COLLEGES

Universiti Pertanian Malaysia is a fully residential institution and all students are required to live in the halls of residence. At present, there are seven residential complexes each accommodating about 600 students. A residential complex generally consists of six buildings, one of which is reserved solely for girls. Residential facilities that are provided meet adequately the social and recreational needs of students. There are dining halls, common rooms, prayer rooms, and various sporting facilities within each complex.

Accommodation is also available for staff members to live with students as Resident Fellows. In their capacities the staff members help to maintain discipline to look after the welfare of students.

Board of Student Residence

All residential complexes are under the charge of the Board of Student Residence consisting of the following officers:

Chairman	:	Vice-Chancellor
Members	:	Deputy Vice-Chancellor Registrar Bursar Principals of Residential Colleges
Secretary	:	Assistant Registrar of Student Affairs

Each College Complex is under the charge of a College Principal.

The administration of each College Complex is carried out by the College Committee comprising the following members:—

Chairman	:	Principal of College
Members	:	Representatives of Residential & Non-Residential Fellows. Students' Representatives
Secretary	:	Domestic Manager

Students' Representatives are selected from the various blocks of each residential college.

The College Committee helps the College Principal and is responsible for the administration of the College Complex concerned.

Principals of Colleges:

First College	:	Tuan Haji Amat Juhari bin Moain
Second College	:	Encik Sharifuddin bin Haji Abdul Hamid
Third College	:	Encik Sulaiman binAtan
Fourth College	:	Tuan Sheikh Awadz bin Sheikh Abdullah
Fifth College	:	Dr. Alang Perang Abdul Rahman bin Zainuddin
Sixth College	:	Dr. Jamal bin Talib
Seventh College	:	Azahari bin Ismail.

STUDENTS HEALTH SERVICES

The Student Health Centre serves all students, regardless whether they are ıying in the Campus or living outside. This Health Centre is divided into two ction:—
edical Unit as well as a Dental Unit.

The Medical Unit consists of two Medical Officers, a nursing sister, staff ırses, assistant nurses and administrative staff. The Dental Unit consist of a ental Officer, a dental staff nurse and his supporting staff.

The Medical and Dental Unit are open according to office hours. After ffice hours the patients can get treatment from the nurses on call. Whenever ecessary the nurses on call will contact the Medical or the Dental Officer.

Apart from the above services, the Student Health Centre also provides a 4 hours ambulance services. There is a sick bay for those who need close medical bservation.

The charges for the medical services rendered to the student is $13.50 for ıne semester. This does not include the dental services where student have to pay ıccording to the charges imposed by the Government to patients at the Government Dental Clinic.

The Student Health Centre has a close relationship with the General Hospital as well as University Hospital whereby the students will be referred to the specialist should the need arise.

Only students of University Pertanian Malaysia are eligible for medical treatment from the Student Health Centre.

RECREATIONAL AND SPORTING FACILITIES

The University has facilities for all field and court games and athletics except cricket. Facilities for weight and fitness training are available at the squash

and recreation centre and plans are underway for the construction of a Sports Complex comprising a sports hall, a Physical Education Laboratory Unit, a swimming pool and a stadium cum 400-metre running track to meet the increasing needs for recreational and sporting activities of the University community. A sports administrative centre for "excellence in sports" is being planned.

A student centre which helps to foster closer relationship among students has been set up. It also houses the student leaders' offices, a meeting room, a prayer room, a book shop, a barber shop, a post office, a bank and a canteen. Facilities for film and stage shows are also available in the present lecture theatres and the Great Hall. The infrastructure for sporting and recreational facilities will be available on an even bigger scale in the buildings that are being planned.

COUNSELLING SERVICE

The Counselling Service is dedicated to the idea that the development of the individual student is most important. Concerns, which may impede growth and progress in the University community and in later life may be alleviated by using the counselling service. The main objective is to contribute to the students' personal and educational development to realise the maximum benefit from the University experience.

The Councselling Service offers a variety of growth oriented and remedial activities. Both individual and group counselling are available.

Areas of concern may include:–

a) Personal
b) Social and Psychological
c) Emotional
d) Academic/Learning
e) Health
f) Career
g) Financial

In fact, the main aim of the Counselling Service is to ensure that the students on campus are in a state of good mental health and to be able to achieve developments in the following social psychological aspects:

1) goal directedness
2) personal stability and social integration
3) venturesomeness
4) resourcefulness and organisation
5) full involvement, motivation and persistence
6) interdependence and cooperativeness

Therefore, students are encouraged to make use of the Counselling Servic whenever they feel they need help.

RESERVE OFFICERS TRAINING UNIT (ROTU)

Towards the end of 1979, the Territorial Army Unit, established in 1969 was reorganised and named Reserve Officers Training Unit (ROTU). The training programme was restructured to enable the students to be commissioned after 3 years training. The training provided on part-time basis is equivalent to the one year full time programme offered at the Royal Military College and the Officer Cadet School. The Unit became operational in the Second Semester of 1979–80 academic year.

The objectives of establishing a Reserve Officers Training Unit at the University are as follows:–

1. To achieve through military training the highest possible dicipline, develop attitude and strengthen initiative amongst students undergoing diploma or degree programmes at the University.
2. To mould the students into responsible officers and citizens.
3. To prepare the student for the challenges that they are likely t face while serving the nation.
4. To produce officers who can assist in training volunteers for the Territorial Army.

Officers of ROTU

Commandant: Lt. Col. Prof. Dato' Mohd. Noor bin Haji Ismail.

Officers:

Cpt. Sulaiman Atan
Cpt. Dr. Kamarudin bin Haji Kachar
Cpt. Mohd Adzahan bin Mohamed
Cpt. Hassan bin Mohd. Rashid
Lt. Dr. Idris Abdol
Lt. Sheikh Awadz bin Sheikh Abdullah
Lt. Mohd. Ridzwan bin Abdul Halim
Lt. Abu Bakar bin Mohd. Yusof
2nd. Lt. Mohd. Fadzilah bin Kamsah
2nd. Lt. Dr. Rashid bin Ibrahim
2nd. Lt. Aminuddin bin Hussein
2nd. Lt. Afifi bin Haji Ahmad
2nd. Lt. Ahmad Zekri bin Abdul Khalil
2nd. Lt. Dr. Jamal bin Talib
2nd. Lt. Shahbudin bin Mohd. Fiah
2nd. Lt. Ahmad Khalidi bin Ahmad Mahayiddin
2nd. Lt. Rosinah bte Joned
2nd. Lt. Mohd. Zin bin Jusoh
2nd. Lt. Abd. Malik bin Hj. Mohd Hanafiah
2nd. Lt. Haji Umar bin Salleh
PO Sabuddin bin Mohd. Ali

FINANCIAL ASSISTANCE

Students in need of financial assitance to pay for the full or partial cost of their training at Universiti Pertanian Malaysia may apply for scholarships or loans from various sources. The University, however, is not bound to accept any students who has been awarded a scholarship or loan unless the student has also been offered admission in a separate exercise. Thus, prospective students must apply for admission and **separately** for financial assistance (if the latter is needed). I should also be noted that, invariably, scholarships or loans are awarded only to students who have been admitted to the University.

Scholarships

The Federal and State Governments, several semi-government bodies and private organisations provide scholarships for students admitted to the diploma or degree programs of this University. Details concerning scholarships should be obtained directly from the sponsoring organisations or from the Students Affairs Division. Generally, the appropriate time to do this is when the organisations announce their respective scholarships in the local press. In the case of students already attending classes, they should watch out for such information on notice boards of the various colleges as well as the Students Affairs Division.

Loans

Certain organisations like MARA and State Governments provide loans to needy students. The terms and conditions of loan very considerably. Some loans are adequate to cover the full cost of training while others provide much smaller amounts to cover emergency situations.

Universiti Pertanian Malaysia also have loans programs for which undergraduate students who have failed to obtain any other financial aids are eligible to apply. The loans are divided into long-term and short-term educational loans.

Grants

Certain foundations do provide grants to good students and normally these grants are given on a yearly basis.

List of organisations offering scholarships, loans or grants and the respective courses required may be obtained from the Students Affairs Division in the Chancellory.

FEES AND OTHER CHARGES

The University Council reserves the right to alter the fees and charges at any time. All fees and charges are payable in advance at the beginning of each semester to the office of the Bursar of the University. Unless otherwise stated, the same fees and charges are applicable to both degree and diploma students.

Caution Money

This money is normally returnable at the end of a student's course of study subject to satisfactory conduct. It will be forfeited where a student leaves the University before completing one academic year.

Laboratory Deposit

This deposit will be refunded on the student leaving the University subject to deductions for any breakages not otherwise paid for by the student.

Share-Farm Deposit

This deposit will be used for the running of the "Share-farm Enterprise" and will be refunded at the end of a student's course of study subject to deductions for any outstanding debts to the University in respect of the running of the share-farm.

Exam Fee

Fee for late entry to examinations	$15.00

Residential Fees

Charge for residence (per semester of 18 weeks excluding mid-semester break)	$756.000
Charge for residence outside normal semester (per week)	$42.000.

Registration Fee

Registration fee – payable on admission	$ 5.00

Health Service Fee

Health Service fee (per semester)	$ 13.50

Caution Money

Caution Money – payable on admission	$ 50.00

Laboratory Fee

Diploma course payable on admission	$ 20.00
Degree course payable on admission	$ 25.00
Laboratory Fees payable by all students using a University microscope	
(i) Diploma course (per semester)	$ 10.00
(ii) Degree course (per semester)	$ 22.50
Share Farm Deposit for students in Diploma course in agriculture (applicable to sedond and third years only)	
(i) Second year (per semester)	$ 10.00
(ii) Third year (per semester)	$ 15.00

ADMISSION REQUIREMENTS

Admission of candidates to any degree or diploma course of the University shall be by resolution of the Senate whose decision shall be final.

DEGREE PROGRAMME

A. CONDITIONS OF ENTRY

(a) Basic Educational Requirements

Candidates must have passed Sijil Pelajaran Malaysia (SPM)/Malaysian Certificate of Education (MCE) or its equivalent and passed in Bahasa Malaysia in SPM/MCE.

(b) Sijil Tinggi Persekolahan Malaysia (STPM) or equivalent requirement.

Candidates must have passed at one and the same examination the STPM or equivalent examination (which must be taken not either than two years after the SPM/MCE or its equivalent) in:

either two subjects at principal level**

or one subject at principal level and two subjects at subsidiary level**, not including Kertas Am (General Paper)

The Kertas AM/General Paper must be offered. A pass is desirable but this requirement may be waived in special cases where, in the opinion of the Admission Selection Committee, a candidate has passed well in the other subjects in the STP/HSC examination.

(c) Other Conditions of Entry

Candidates must also—

(i) fulfil the special requirements of the courses of study they propose to pursue in the University relating to subjects offered in the STPM Examination as prescribed in *Part III*;

(ii) satisfy the Senate of their proficiency of speech in English and Bahasa Malaysia;

(iii) undergo such tests and appear for interviews as may be determined by the Senate to assess suitability for a University course.

(iv) provide evidence that they will have attained the age of seventeen on or before the first day of the academic year in which they seek admission;

(v) provide evidence on the prescribed University Form of a satisfactory standard of health; and

(vi) *fulfil such other conditions as may from time to time be laid* down by the University Authority.

(d) Other Recognised Qualifications in lieu of STP/HSC

(i) Candidates offering the undermentioned qualifications in lieu of STPM/STP/HSC are eligible to apply to be considered for admission to the respective programme of study indicated below:

Faculty of Science and Environmental Studies
Diploma in Science with Education from Universiti Pertanian Malaysia or its equivalent.

Other Faculties
Diplomas from Universiti Pertanian Malaysia or its equivalent.

(e) Special Promotion

Candidates who have passed exceptionally well in the first year of any science-based diploma curriculum of Universiti Pertanian Malaysia can be considered for promotion to the first year degree programmes. The minimum cumulative point average *qualifying a candidate for matriculation* under this provision shall be determined by the Senate.

B. FACULTY ENTRANCE REQUIREMENTS

Special faculty requirements for admission to the First Year of the different degree programmes are as follows:

** Must be Science subjects and/or mathematics except for the Bachelor of Science (Resource Economics), Bachelor of Science (Agribusiness) and Bachelor of Education (Physical Education) programmes.

(a) **For Bachelor of Agricultural Science and Bachelor of Science (Human Development) programmes**

A candidate must have passed Biology (or Botany or Zoology in place of Biology) at STPM level and credit in Chemistry at SPM/MCE level or equivalent examination.

(b) **For Bachelor of Food Science and Technology programme**

A candidate must have passed Chemistry at STPM level or equivalent examination.

(c) **Bachelor of Education (Agricultural Science) programmes**

(i) A candidate must have passed Biology (or Botany or Zoology in place of Biology) at STPM level and credit in Chemistry or Biology or Agricultural Science at SPM/MCE level or equivalent examination.

(ii) A candidate must have a credit in Bahasa Malaysia at SPM/MCE level or its equivalent.

(d) **Bachelor of Education (Home Technology) programmes**

(i) A candidate must have passed Biology (or Botany or Zoology in place of Biology) at STPM level and credit in Chemistry or Biology or Home Science at SPM/MCE level or equivalent examination.

(ii) A candidate must have a credit in Bahasa Malaysia at SPM/MCE level or its equivalent.

(e) **Bachelor of Science (Forestry) programme**

A candidate must have passed Biology (or Botany in place of Biology) at STPM level and credit in Mathematics or Physic at SPM/MCE level or equivalent examination.

(f) **Doctor of Veterinary Medicines programme**

(i) A candidate must have passed Biology (or Botany or Zoology in place of Biology) at STPM level and credit in Chemistry at SPM/MCE level or a pass in Chemistry at STPM level and credit in Biology at SPM/MCE level or equivalent examination.

(ii) A candidate shall have passed in such practical tests as may have been prescribed in the examination in any of the subjects offered in (i) above.

(g) **Bachelor of Science (Agribusiness) and Bachelor of Science Resource Economics) programmes**

(i) A candidate must have passed in any one of the subjects: Mathematics Physics, Chemistry, Biology, Georgraphy, Economics, Commerce or Accounting at STPM level or equivalent examination.

(ii) A candidate must also have passed in Mathematics and any one Science subjects (excluding Health Science) and a credit in any one of subjects: Mathematics, Physics, Chemistry, Biology, Geography, Accounting or Commerce at SPM/MCE level or equivalent examination.

(h) **Bachelor of Engineering (Agriculture) programme**

A candidate must have passed Mathematics or Physics at STPM level or equivalent examination.

(i) **Bachelor of Science (Fisheries) programme**

A candidate must have passed Biology or Zoology at STPM level or equivalent examination.

(j) **Bachelor of Education (Physical Education) programme**

(i) A candidate must have credit in Bahasa Malaysia in SPM/MCE level or its equivalent.

(ii) A candidate with STPM Arts stream must have credit in at least in one science subject in SPM/MCE or its equivalent.

(iii) A candidate must prove that he has taken active part in sport activities in school or other organisations.

(k) **Bachelor of Science (Guidance and Counselling) programme**

(i) A candidate must have credit in Bahasa Malaysia in SPM/MCE level or its equivalent.

(ii) A candidate with STPM Atrs stream must have credit in at least in one science subject (excluding Health Science) at SPM/MCE level or its equivalent.

(l) **Bachelor of Education (Teaching Bahasa Malaysia as First Language) programme**

A candidate must have credit in Bahasa Malaysia at SPM/MCE level and must have a pass in Bahasa Malaysia at STPM level or its equivalent.

(m) **Bachelor of Education (Teaching English as Second Language) Programme**

(i) A candidate must have credit in Bahasa Malaysia and English at SPM/MCE level or its equivalent.

(ii) A pass in General Paper or a pass in 'English' at STPM level or satisfy the Senate their proficiency of speech in English.

(n) **Bachelor of Computer Science programme**

A candidate must have credit in Additional Mathematics at SPM/MCE level or its equivalent.

(a) Borang Permohonan A (Art Stream)
For candidates offering STPM/STP/HSC results as their entry qualification and applying for admission to course (s) in the Arts-Stream.

(b) Borang Permohonan S (Science Stream)
For candidates offering STPM/STP/HSC results as their entry qualification and applying for admission to course(s) in the Science-Stream.

(c) Borang Permohonan E (Special Cases – Arts Stream)
For candidates offering qualifications other than the STPM/STP/HSC entry qualification and applying for admission to a course (s) in the Art Stream.

PROCEDURE FOR APPLICATION DEGREE COURSE

Unit Pusat Universiti-Universiti (UPU)

1. The Ministry of Education in collaboration with Universiti Kebangsaan Malaysia (UKM), Universiti Malaya (UM), Universiti Pertanian Malaysian (UPM) and Universiti Sains Malaysia (USM) have set up the Unit Pusat Universiti-Universiti (hereinafter referred to as "UPU") to receive and process all aplications for admission to the said Universities.

2. Enquiries regarding admission to any course should be addressed to:

Setiausaha,
Unit Pusat Universiti-Universiti,
Peti Surat No. 1125,
Pejabat Pos Jalan Pantai Baru,
Kuala Lumpur.

3. Applications must be made on prescribed Application Forms obtainable from the Unit at $2.00 per set of Forms, Handbook and Instructions. Written requests should:

(i) be accompanied by a crossed or money order for $2.00 made payable to the Unit Pusat Universiti-Universiti;

(ii) be accompanied by a self-addressed and stamped ($1.50 stamp) 13" x 10" envelop;

(iii) indicate the type of application form required (refer para 5) CASH, CHEQUE AND STAMPS ARE NOT ACCEPTABLE.

4. Applications must be submitted to the Setiausaha, UPU, at the above address only after the Sijil Tinggi Persekolahan/Higher School Certificate (STP/HSC) results are announced. The closing date for the receipt of applications will be TWO WEEKS after the official notification of the STP/HSC results will be advertised in the press. Application received after this date will not be accepted.

When submitting your application forms in the envelope provided please ensure that you have paid sufficiently for postage in order that your application forms will reach Unit Pusat Universiti-Universiti in time. (Consult the Post Office for postage rate). Applicants are advised to submit application forms by Registered Mail to ensure delivery. UPU bears no responsibility to application forms lost in the post.

5. **Applications Forms (Borang-borang Permohonan)**

Four types of Application Forms (hereinafter referred as Borang-borang Permohonan) are available, namely,

(a) Borang Permohonan A (Art Stream)

For candidates offering STP/HSC results as their entry qualificatic and applying for admission to course(s) in the Arts-Stream.

(b) Borang Permohonan S (Science Stream)

For candidates offering STP/HSC results as their entry qualification and applying for admission to a course(s) in the Science-Stream.

(c) Borang Permohonan E (Special Cases – Arts Stream)

For candidates offering qualifications other than the STP/HSC entry qualification and applying for admission to a course(s) in the Art Stream.

(d) Borang Permohonan F (Special Cases – Science Stream)

For candidates offering qualifications other than the STP/HSC entry qualification and applying for admission to a course(s) in the Science Stream.

Examples of such qualifications are (i) GCE Advanced level passes obtained at one and the same examination. (ii) Diplomas of recognised Institutions e.g. College of Agriculture, Serdang; ITM Diplomas etc, and (iii) candidates who may have the STP/HSC but who had attended a university previously or are currently attending a university.

A student of a university who is applying for a change of courses in the same university is regarded as a "Transfer Cases". Such students must not apply to the UPU but should apply direct to the Registrar of his university e.g. an Engineering student of UM who wishes to be transferred to the Science course in the same University should apply direct to the Registrar of UM.

A student of a university who is applying for a course in another university is regarded as a "Special Case" and must apply on Application Form E or F e.g. An Engineering student of UM who wishes to apply for admission to the Natural Science with Education course in USM must use Application Form F; or an Economics and Management student from UKM who wishes to read Law at UM must use Application Form E.

EACH APPLICATION FORM A OR S MUST BE COMPLETED IN DUPLICATE AND EACH APPLICATION FORM E OR F MUST BE COMPLETED IN QUADRIPLICATE.

DIPLOMA COURSE

Candidates for admission must posses one of the following qualifications:

a. A grade I or II Malaysian Certificate of Education or Grade I or II Sijil Pelajaran Malaysia or Grade I or II Oversea School Certificate. A candidate must have obtained the following result at one and the same examination:

(1) A pass in Bahasa Melayu or Bahasa Malaysia
(2) A pass in English Language
(3) A credit in Mathematics
(4) A credit in a Science subject (for this purpose Health Science is not acceptable)

b. A pass in Malaysian Certificate of Education or Oversea School certificate plus suitable passes in any other examination recognized by the Board of Studies.

c. Suitable passes in any other examination of a standard equivalent to or exceeding those described in (a) above and recognized by the Board of Studies.

Application

(1) Candidates seeking admission to the diploma and pre-diploma courses in the University should address their enquiries and apply directly to the Registrar, Universiti Pertanian Malaysia, Serdang.

(2) Application should be made on prescribed Application forms (2 copies) obtainable from the Registrar at $1.00 per set of forms and a handbook. Request for Application Forms and Handbook must be accompanied by a fee of $1.00 payable by postal or money order to the Registrar of Universiti Pertanian Malaysia. A self addressed envelope 10" x 7" with a 50cts. stamp affixed to it should also be enclosed.

(3) Application should be sent only after the results of the Sijil Pelajaran Malaysia are known. The closing date for submission of application will be 2 weeks after the official publication of the examination results. The closing date will be announced in the newspapers.

(4) Applications, completed in detail and accompanied by certified copies of supporting documents, must reach the Registrar at the above address by the closing date to be advertised. Applications received after this date will not be entertained.

(5) When called applicants must appear for interviews. They will be notified as to the date, time and place of interviews.

ADMISSION REQUIREMENTS FOR GRADUATE STUDIES PROGRAMMES

A person is eligible to be considered for admission as a candidate for a Masters Programme if he possesses a Bachelor's Degree or its equivalent from Universiti Pertanian Malaysia or any other recognised University or any other qualification accepted by the University Senate.

For admission as a candidate for a Ph. D. Programme, a person should ordinarily have obtained a Bachelor Degree with distinction or a Masters Degree from Universiti Pertanian Malaysia or any other recognised University and must submit evidence of adequate training and ability to undertake the proposed programme. A candidate who has not already obtained a Masters Degree must register in the first instance for a Masters Degree and at the end of the second semester may, subject to the approval of the University, be admitted as a candidate for Ph.D.

Application

All applications are to be made on the prescribed forms obtainable by writing to the Dean of Graduate Studies and shall normally be submitted at least 2 months before the beginning of the semester in which the applicant intends to commence his candidature. Officially certified copies of degrees, diplomas, scholastic records/examination transcripts and any other supporting documents should be enclosed in duplicate. Candidates on scholarship or sponsorship must also provide evidence that they have been offered by the awarding bodies. Each application must be accompanied by an application fee of M$25.00 by crossed cheque/bank draft/money order/postal order and made payable to the Dean of Graduate Studies.

JICA