

## LAMPIRAN PK03A

### TEMPLAT: PENYEDIAAN DOKUMEN UNTUK SEMAKAN PROGRAM/KURIKULUM PENGAJIAN: MOD KERJA KURSUS DAN MOD CAMPURAN

TEMPLATE: PREPARATION OF DOCUMENTS FOR PROGRAMME / CURRICULUM REVIEW:  
COURSE WORK MODE AND MIXED MODE

Untuk tujuan penyediaan dokumen bagi tujuan semakan program kerja kursus dan mod campuran, Fakulti/Institut/Pusat Akademik perlu melengkapkan dua (2) bahagian utama dokumen seperti berikut:

*For the purpose of preparing documents for the reviewing of coursework and mixed modes programmes, the Faculty / Institute / Academic Center must complete two (2) main parts of the document as follows:*

- A. Ringkasan Eksekutif (*Executive Summary*);
- B. Kertas Cadangan Semakan Program (*Programme / Curriculum Review Proposal Paper*);

#### A. Ringkasan Eksekutif (*Executive Summary*)

**Sila sediakan Ringkasan Eksekutif seperti berikut:**

*Please prepare the Executive Summary as follows:*

#### **RINGKASAN EKSEKUTIF SEMAKAN PROGRAM PENGAJIAN**

*(EXECUTIVE SUMMARY FOR PROGRAMME REVIEW)*

| <b>RINGKASAN EKSEKUTIF (EXECUTIVE SUMMARY)</b> |  |  |
|--|--|--|
| <b>1.</b>                                      | <b>FAKULTI/INSTITUT/PUSAT AKADEMIK<br/>YANG MEMOHON</b><br><i>APPLYING FACULTY / INSTITUTE /<br/>ACADEMIC CENTER</i>   |  |
| <b>2.</b>                                      | <b>TUJUAN</b><br><i>PURPOSE</i>  |  |
| <b>3.</b>                                      | <b>VISI, MISI DAN MATLAMAT<br/>PROGRAM DAN KAITAN DENGAN<br/>VISI, MISI DAN MATLAMAT<br/>PENDIDIKAN UNIVERSITI</b><br><i>VISION, MISSION AND GOALS OF THE<br/>PROGRAMME AND ITS RELATIONSHIP<br/>WITH THE VISION, MISSION AND<br/>UNIVERSITY EDUCATION GOALS</i> |  |

|     |  |  |
|-----|--|--|
| 4.  | <b>BIDANG TUJAHAN FAKULTI/INSTITUT</b><br><i>FACULTY / INSTITUTE NICHE AREA</i>  |  |
| 5.  | <b>ENTITI AKADEMIK YANG MEMOHON</b><br><i>APPLYING ACADEMIC ENTITIES</i>   |  |
| 6.  | <b>ALAMAT PROGRAM DIJALANKAN</b><br><b>(LOKASI PENAWARAN)</b><br><br><i>ADDRESS OF PROGRAMME OFFERED</i><br><i>(LOCATION)</i>          |  |
| 7.  | <b>PROGRAM PENGAJIAN YANG</b><br><b>DISEMAK</b><br><br><i>STUDY PROGRAMME REVIEWED</i>   |  |
| 8.  | <b>TAHAP KERANGKA KELAYAKAN</b><br><b>MALAYSIA (MQF)</b><br><br><i>MALAYSIAN QUALIFICATION</i><br><i>FRAMEWORK LEVEL</i>               |  |
| 9.  | <b>KOD PENDIDIKAN KEBANGSAAN</b><br><i>NATIONAL EDUCATION CODE (NEC)</i>   |  |
| 10. | <b>PENGIKTIRAFAN BADAN</b><br><b>PROFESIONAL</b><br><br><i>PROFESSIONAL BODY RECOGNITION</i>   |  |
| 11. | <b>INSTITUSI/ORGANISASI KERJASAMA</b><br><br><i>COOPERATION WITH OTHER</i><br><i>INSTITUTIONS/ORGANIZATIONS</i>                        |  |
| 12. | <b>SESI PENGAJIAN KURIKULUM YANG</b><br><b>DISEMAK SEMULA BERKUAT KUASA</b><br><br><i>STUDY SESSION OF CURRICULUM</i><br><i>REVIEW</i> |  |
| 13. | <b>MOD PENAWARAN</b><br><br><i>MODE OF STUDY</i>   |  |
| 14. | <b>KREDIT BERGRADUAT</b><br><br><i>GRADUATING CREDITS</i>  |  |

| 15.  | <p><b>KAEDAH DAN TEMPOH PENGAJIAN</b><br/><i>METHOD AND PERIOD OF STUDY</i></p>   | <p>Contoh/Example :</p> <table border="1" data-bbox="778 304 1390 562"> <thead> <tr> <th data-bbox="778 304 983 439">Kaedah Pengajian<br/><i>Methods of Study</i></th> <th data-bbox="983 304 1187 439">Tempoh Minimum<br/><i>Minimum Period</i></th> <th data-bbox="1187 304 1390 439">Tempoh Maksimum<br/><i>Maximum period</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="778 439 983 499">Sepenuh Masa<br/><i>Fulltime</i></td> <td data-bbox="983 439 1187 499">4 tahun / 4 years<br/>(8 semester)</td> <td data-bbox="1187 439 1390 499">6 tahun / 6 years<br/>(12 semester)</td> </tr> <tr> <td data-bbox="778 499 983 562">Separuh Masa<br/><i>Part time</i></td> <td data-bbox="983 499 1187 562">6 tahun / 6 years<br/>(12 semester)</td> <td data-bbox="1187 499 1390 562">8 tahun / 8 years<br/>(16 semester)</td> </tr> </tbody> </table> | Kaedah Pengajian<br><i>Methods of Study</i>          | Tempoh Minimum<br><i>Minimum Period</i> | Tempoh Maksimum<br><i>Maximum period</i> | Sepenuh Masa<br><i>Fulltime</i> | 4 tahun / 4 years<br>(8 semester) | 6 tahun / 6 years<br>(12 semester) | Separuh Masa<br><i>Part time</i> | 6 tahun / 6 years<br>(12 semester) | 8 tahun / 8 years<br>(16 semester) |
|--|---|---|--|---|--|---------------------------------|-----------------------------------|------------------------------------|----------------------------------|------------------------------------|------------------------------------|
| Kaedah Pengajian<br><i>Methods of Study</i>          | Tempoh Minimum<br><i>Minimum Period</i>   | Tempoh Maksimum<br><i>Maximum period</i>  |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| Sepenuh Masa<br><i>Fulltime</i>                      | 4 tahun / 4 years<br>(8 semester)   | 6 tahun / 6 years<br>(12 semester)  |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| Separuh Masa<br><i>Part time</i>                     | 6 tahun / 6 years<br>(12 semester)  | 8 tahun / 8 years<br>(16 semester)  |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 16.  | <p><b>KAEDAH PENYAMPAIAN PROGRAM</b><br/><i>PROGRAMME DELIVERY METHOD</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 17.  | <p><b>JUSTIFIKASI SEMAKAN KURIKULUM</b><br/><i>JUSTIFICATION OF CURRICULUM REVIEW</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 18.  | <p><b>KELESTARIAN PROGRAM</b><br/><i>PROGRAMME SUSTAINABILITY</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 19.  | <p><b>OBJEKTIF PENDIDIKAN PROGRAM</b><br/><i>PROGRAMME EDUCATIONAL OBJECTIVES</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 20.  | <p><b>HASIL PEMBELAJARAN PROGRAM</b><br/><i>PROGRAM LEARNING OUTCOMES</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 21.  | <p><b>KOMPONEN/MAKLUMAT YANG DIUBAH DAN STRUKTUR KURIKULUM BAHARU</b><br/><i>UPDATE OF COMPONENTS/ INFORMATION AND NEW CURRICULUM STRUCTURE</i></p> | <table border="1" data-bbox="778 1317 1390 1563"> <thead> <tr> <th data-bbox="778 1317 999 1424">Komponen/ Maklumat<br/><i>Components/ Information</i></th> <th data-bbox="999 1317 1187 1424">Sedia Ada<br/><i>Existing</i></th> <th data-bbox="1187 1317 1390 1424">Baharu<br/><i>New</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="778 1424 999 1491"></td> <td data-bbox="999 1424 1187 1491"></td> <td data-bbox="1187 1424 1390 1491"></td> </tr> <tr> <td data-bbox="778 1491 999 1563"></td> <td data-bbox="999 1491 1187 1563"></td> <td data-bbox="1187 1491 1390 1563"></td> </tr> </tbody> </table>   | Komponen/ Maklumat<br><i>Components/ Information</i> | Sedia Ada<br><i>Existing</i>            | Baharu<br><i>New</i>                     |                                 |                                   |                                    |                                  |                                    |                                    |
| Komponen/ Maklumat<br><i>Components/ Information</i> | Sedia Ada<br><i>Existing</i>  | Baharu<br><i>New</i>  |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
|  |   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
|  |   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |
| 22.  | <p><b>SILIBUS</b><br/><i>SYLLABUS</i></p>   |   |  |   |  |                                 |                                   |                                    |                                  |                                    |                                    |

| 23.                           | <p><b>UNJURAN DAN ANALISIS KEMAJUAN PELAJAR</b></p> <p><i>PROJECTION AND ANALYSIS OF STUDENT PROGRESS</i></p>   | <table border="1"> <thead> <tr> <th>Tahun<br/><i>Year</i></th> <th>Tahun<br/><i>Year</i></th> <th>Tahun<br/><i>Year</i></th> <th>Tahun<br/><i>Year</i></th> <th>Tahun<br/><i>Year</i></th> <th>Tahun<br/><i>Year</i></th> </tr> </thead> <tbody> <tr> <td>Unjuran<br/><i>Projections</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Enrolmen<br/><i>Enrollment</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Keluaran<br/><i>Output</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Keciciran<br/><i>Dropout</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Unjuran<br><i>Projections</i> |  |  |  |  |  | Enrolmen<br><i>Enrollment</i> |  |  |  |  |  | Keluaran<br><i>Output</i> |  |  |  |  |  | Keciciran<br><i>Dropout</i> |  |  |  |  |  |
|-------------------------------|---|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------------------|--|--|--|--|--|-------------------------------|--|--|--|--|--|---------------------------|--|--|--|--|--|-----------------------------|--|--|--|--|--|
| Tahun<br><i>Year</i>          | Tahun<br><i>Year</i>  | Tahun<br><i>Year</i>   | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> | Tahun<br><i>Year</i> |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| Unjuran<br><i>Projections</i> |   |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| Enrolmen<br><i>Enrollment</i> |   |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| Keluaran<br><i>Output</i>     |   |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| Keciciran<br><i>Dropout</i>   |   |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| 24.                           | <p><b>SYARAT KEMASUKAN KE PROGRAM</b></p> <p><i>PROGRAMME ADMISSION REQUIREMENTS</i></p>  |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| 25.                           | <p><b>PERBANDINGAN PROGRAM AKADEMIK YANG DIPOHON DENGAN UNIVERSITI LAIN DALAM NEGARA/PERTINDIHAN PROGRAM</b></p> <p><i>COMPARISON OF ACADEMIC PROGRAMMES WITH OTHER INTERNATIONAL UNIVERSITIES / PROGRAMME CONFLICT</i></p> |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| 26.                           | <p><b>PERBANDINGAN DENGAN PROGRAM AKADEMIK DI UNIVERSITI LUAR NEGARA</b></p> <p><i>COMPARISON WITH ACADEMIC PROGRAMMES AT INTERNATIONAL UNIVERSITIES</i></p>  |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| 27.                           | <p><b>IMPLIKASI PERJAWATAN, FIZIKAL DAN KEWANGAN, SERTA CADANGAN MENANGANI</b></p> <p><i>IMPLICATIONS OF WORK POSITION, FACILITIES AND FINANCE, AND RECOMMENDATIONS FOR POSSIBLE SOLUTION</i></p>                           |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |
| 28.                           | <p><b>PENJUMUDAN/PEMBEKUAN/ PELUPUSAN PROGRAM</b></p> <p><i>PROGRAMME SUSPENDED / WITHHOLD / DISCONTINUED</i></p>   |  |                      |                      |                      |                      |                      |                      |                               |  |  |  |  |  |                               |  |  |  |  |  |                           |  |  |  |  |  |                             |  |  |  |  |  |

| 29.   | <p><b>MAKLUMAT KELULUSAN ASAL PROGRAM AKADEMIK YANG DISEMAK</b></p> <p><i>ORIGINAL APPROVAL INFORMATION OF ACADEMIC PROGRAMME UNDER REVIEW</i></p>   | <table border="1"> <thead> <tr> <th data-bbox="778 322 1082 376">Kelulusan Approval</th> <th data-bbox="1082 322 1393 376">Tarikh Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="778 376 1082 483">Kelulusan asal program oleh Senat<br/><i>Original approval of the programme by the Senate</i></td> <td data-bbox="1082 376 1393 483"></td> </tr> <tr> <td data-bbox="778 483 1082 591">Kelulusan asal program oleh JKPT<br/><i>Original approval of the programme by the JKPT</i></td> <td data-bbox="1082 483 1393 591"></td> </tr> <tr> <td data-bbox="778 591 1082 667">Sesi program asal ditawarkan<br/><i>Original programme sessions are offered</i></td> <td data-bbox="1082 591 1393 667"></td> </tr> </tbody> </table>   | Kelulusan Approval | Tarikh Date | Kelulusan asal program oleh Senat<br><i>Original approval of the programme by the Senate</i> |  | Kelulusan asal program oleh JKPT<br><i>Original approval of the programme by the JKPT</i> |  | Sesi program asal ditawarkan<br><i>Original programme sessions are offered</i>  |  |   |  |       |  |        |  |        |  |
|---|--|--|--------------------|-------------|--|--|---|--|---|--|---|--|-------|--|--------|--|--------|--|
| Kelulusan Approval  | Tarikh Date  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| Kelulusan asal program oleh Senat<br><i>Original approval of the programme by the Senate</i>  |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| Kelulusan asal program oleh JKPT<br><i>Original approval of the programme by the JKPT</i>   |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| Sesi program asal ditawarkan<br><i>Original programme sessions are offered</i>  |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| 30.   | <p><b>KEAHLIAN DAN ULASAN JAWATANKUASA PENASIHAT FAKULTI/ INSTITUT/PROGRAM ATAU LEMBAGA PENGAJIAN TERHADAP PROGRAM PENGAJIAN YANG DIPOHON</b></p> <p><i>MEMBERSHIP AND COMMENTS OF FACULTY/INSTITUTE/PROGRAMME ADVISORY COMMITTEE OR BOARD OF STUDIES ON THE PROGRAMME</i></p> |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| 31.   | <p><b>TARIKH SEMAKAN PROGRAM DILULUSKAN</b></p> <p><i>PROGRAMME REVIEW DATE</i></p>  | <table border="1"> <thead> <tr> <th data-bbox="778 1245 1169 1299">Kelulusan Approval</th> <th data-bbox="1169 1245 1393 1299">Tarikh Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="778 1299 1169 1375">Tarikh Semakan Kurikulum Terdahulu oleh JKPT<br/><i>Prior Curriculum Review Date by JKPT</i></td> <td data-bbox="1169 1299 1393 1375"></td> </tr> <tr> <td data-bbox="778 1375 1169 1433">Akreditasi Penuh/MQA<br/><i>Full Accreditation/MQA</i></td> <td data-bbox="1169 1375 1393 1433"></td> </tr> <tr> <td data-bbox="778 1433 1169 1563">*Jawatan Kuasa Penasihat Fakulti/Institut/ Program atau Lembaga Pengajian;<br/><i>*Faculty / Institute / Programme or Board of Education Advisory Committee;</i></td> <td data-bbox="1169 1433 1393 1563"></td> </tr> <tr> <td data-bbox="778 1563 1169 1621">*Mesyuarat Fakulti/Institut;<br/><i>*Faculty / Institute Meetings;</i></td> <td data-bbox="1169 1563 1393 1621"></td> </tr> <tr> <td data-bbox="778 1621 1169 1650">*JPPA</td> <td data-bbox="1169 1621 1393 1650"></td> </tr> <tr> <td data-bbox="778 1650 1169 1680">*Senat</td> <td data-bbox="1169 1650 1393 1680"></td> </tr> <tr> <td data-bbox="778 1680 1169 1709">* JKPT</td> <td data-bbox="1169 1680 1393 1709"></td> </tr> </tbody> </table> <p><i>*untuk semakan semasa</i><br/><i>*For the current review</i></p> | Kelulusan Approval | Tarikh Date | Tarikh Semakan Kurikulum Terdahulu oleh JKPT<br><i>Prior Curriculum Review Date by JKPT</i>  |  | Akreditasi Penuh/MQA<br><i>Full Accreditation/MQA</i>                                     |  | *Jawatan Kuasa Penasihat Fakulti/Institut/ Program atau Lembaga Pengajian;<br><i>*Faculty / Institute / Programme or Board of Education Advisory Committee;</i> |  | *Mesyuarat Fakulti/Institut;<br><i>*Faculty / Institute Meetings;</i> |  | *JPPA |  | *Senat |  | * JKPT |  |
| Kelulusan Approval  | Tarikh Date  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| Tarikh Semakan Kurikulum Terdahulu oleh JKPT<br><i>Prior Curriculum Review Date by JKPT</i>   |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| Akreditasi Penuh/MQA<br><i>Full Accreditation/MQA</i>   |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| *Jawatan Kuasa Penasihat Fakulti/Institut/ Program atau Lembaga Pengajian;<br><i>*Faculty / Institute / Programme or Board of Education Advisory Committee;</i> |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| *Mesyuarat Fakulti/Institut;<br><i>*Faculty / Institute Meetings;</i>   |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| *JPPA   |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| *Senat  |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| * JKPT  |  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |
| 32.   | <p><b>KESIMPULAN/SYOR</b></p> <p><i>CONCLUSION / RECOMMENDATION</i></p>  |  |                    |             |  |  |   |  |   |  |   |  |       |  |        |  |        |  |

## **B. Kertas Cadangan Semakan Program/Kurikulum**

*(Programme/Curriculum Review Proposal Paper)*

- 1. FAKULTI/INSTITUT/PUSAT AKADEMIK YANG MEMOHON**  
*APPLYING FACULTY / INSTITUTE / ACADEMIC CENTER*
- 2. TUJUAN**  
*PURPOSE*
- 3. VISI, MISI DAN MATLAMAT PENDIDIKAN PROGRAM DAN KAITAN DENGAN VISI, MISI DAN MATLAMAT PENDIDIKAN UNIVERSITI**  
*VISION, MISSION AND GOALS OF THE PROGRAMME AND ITS RELATIONSHIP WITH THE VISION, MISSION AND UNIVERSITY EDUCATION GOALS*
- 4. BIDANG TUJAHAN FAKULTI/INSTITUT**  
*FACULTY / INSTITUTE NICHE AREA*
- 5. ENTITI AKADEMIK YANG MEMOHON**  
*APPLYING ACADEMIC ENTITIES*
- 6. ALAMAT PROGRAM DIJALANKAN (LOKASI PENAWARAN)**  
*ADDRESS OF PROGRAMME OFFERED (LOCATION)*
- 7. PROGRAM PENGAJIAN YANG DISEMAK**  
*STUDY PROGRAMME REVIEWED*
- 8. TAHAP KERANGKA KELAYAKAN MALAYSIA (MQF)**  
*MALAYSIAN QUALIFICATION FRAMEWORK LEVEL*
- 9. KOD PENDIDIKAN KEBANGSAAN**  
*NATIONAL EDUCATION CODE (NEC)*
- 10. PENGIKTIRAFAN BADAN PROFESIONAL**  
*PROFESSIONAL BODY RECOGNITION*
- 11. INSTITUSI/ORGANISASI KERJASAMA**  
*COOPERATION WITH OTHER INSTITUTIONS/ORGANIZATIONS*
- 12. SESI PENGAJIAN KURIKULUM YANG DISEMAK SEMULA BERKUAT KUASA**  
*STUDY SESSION OF CURRICULUM REVIEW*
- 13. MOD PENAWARAN**  
*MODE OF STUDY*

**14. KREDIT BERGRADUAT**  
*GRADUATING CREDITS*

**15. KAEDAH DAN TEMPOH PENGAJIAN**  
*METHOD AND PERIOD OF STUDY*

Contoh/Example :

| <b>Kaedah Pengajian</b><br><i>Methods of Study</i> | <b>Tempoh Minimum</b><br><i>Minimum Period</i> | <b>Tempoh Maksimum</b><br><i>Maximum period</i> |
|--|--|---|
| Sepenuh Masa<br><i>Fulltime</i>                    | 4 tahun / 4 years<br>(8 semester)              | 6 tahun / 6 years<br>(12 semester)              |
| Sepuluh Masa<br><i>Part time</i>                   | 6 tahun / 6 years<br>(12 semester)             | 8 tahun / 8 years<br>(16 semester)              |

**16. KAEDAH PENYAMPAIAN PROGRAM**  
*PROGRAMME DELIVERY METHOD*

**17. JUSTIFIKASI SEMAKAN KURIKULUM**  
*JUSTIFICATION OF CURRICULUM REVIEW*

**18. KELESTARIAN PROGRAM**  
*PROGRAMME SUSTAINABILITY*

**19. OBJEKTIF PENDIDIKAN PROGRAM**  
*PROGRAMME EDUCATIONAL OBJECTIVES*

**20. HASIL PEMBELAJARAN PROGRAM**  
*PROGRAM LEARNING OUTCOMES*

**21. KOMPONEN/MAKLUMAT YANG DIUBAH DAN STRUKTUR KURIKULUM PROGRAM BAHARU**  
*UPDATE OF COMPONENTS/ INFORMATION AND NEW CURRICULUM STRUCTURE*

**22. SILIBUS**  
*SYLLABUS*

**23. UNJURAN DAN ANALISIS KEMAJUAN PELAJAR**  
*PROJECTION AND ANALYSIS OF STUDENT PROGRESS*

| <b>Tahun</b><br><i>Year</i>          | <b>Tahun</b><br><i>Year</i> | <b>Tahun</b><br><i>Year</i> | <b>Tahun</b><br><i>Year</i> | <b>Tahun</b><br><i>Year</i> | <b>Tahun</b><br><i>Year</i> |
|--------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>Unjuran</b><br><i>Projections</i> |                             |                             |                             |                             |                             |
| <b>Enrolmen</b><br><i>Enrollment</i> |                             |                             |                             |                             |                             |
| <b>Keluaran</b><br><i>Output</i>     |                             |                             |                             |                             |                             |
| <b>Keciciran</b><br><i>Dropout</i>   |                             |                             |                             |                             |                             |

**24. SYARAT KEMASUKAN KE PROGRAM**

*PROGRAMME ADMISSION REQUIREMENTS*

**25. PERBANDINGAN PROGRAM AKADEMIK YANG DISEMAK DENGAN PROGRAM YANG DITAWARKAN OLEH UNIVERSITI LAIN DALAM NEGARA/PERTINDIHAN PROGRAM**

*COMPARISON OF ACADEMIC PROGRAMMES WITH OTHER INTERNATIONAL UNIVERSITIES / PROGRAMME CONFLICT*

**26. PERBANDINGAN PROGRAM AKADEMIK YANG DISEMAK DENGAN PROGRAM YANG DITAWARKAN OLEH UNIVERSITI LUAR NEGARA**

*COMPARISON WITH ACADEMIC PROGRAMMES AT INTERNATIONAL UNIVERSITIES*

**27. IMPLIKASI PERJAWATAN, FIZIKAL DAN KEWANGAN, SERTA CADANGAN MENANGANI IMPLIKASI SUMBER<sup>1</sup>**

*IMPLICATIONS OF WORK POSITION, FACILITIES AND FINANCE, AND RECOMMENDATIONS FOR POSSIBLE SOLUTION*

**28. PENJUMUDAN/PEMBEKUAN/PELUPUSAN PROGRAM**

*PROGRAMME SUSPENDED / WITHHOLD /DISCONTINUED*

**29. MAKLUMAT KELULUSAN ASAL PROGRAM AKADEMIK**

*ORIGINAL APPROVAL INFORMATION OF ACADEMIC PROGRAMME UNDER REVIEW*

| <b>Kelulusan</b><br><i>Approval</i>  | <b>Tarikh</b><br><i>Date</i> |
|--|------------------------------|
| Tarikh Semakan Kurikulum Terdahulu oleh JKPT<br><i>Prior Curriculum Review Date by JKPT</i>  |                              |
| Akreditasi Penuh/MQA<br><i>Full Accreditation/MQA</i>  |                              |
| *Jawatan Kuasa Penasihat Fakulti/Institut/<br>Program atau Lembaga Pengajian;<br><i>*Faculty / Institute / Program or Board of<br/>Education Advisory Committee;</i> |                              |
| *Mesyuarat Fakulti/Institut;<br><i>*Faculty / Institute Meetings;</i>  |                              |
| *JPPA  |                              |
| *Senat   |                              |
| * JKPT   |                              |

**30. KEAHLIAN DAN ULASAN JAWATANKUASA PENASIHAT FAKULTI/INSTITUT/PROGAM ATAU LEMBAGA PENGAJIAN TERHADAP PROGRAM YANG DIPOHON**

*MEMBERSHIP AND COMMENTS OF FACULTY/INSTITUTE/PROGRAMME ADVISORY COMMITTEE OR BOARD OF STUDIES ON THE PROGRAMME*



**31. TARIKH SEMAKAN PROGRAM DILULUSKAN**  
*PROGRAMME REVIEW DATE*

| <b>Kelulusan</b><br><i>Approval</i>  | <b>Tarikh</b><br><i>Date</i> |
|--|------------------------------|
| Kelulusan asal program oleh Senat<br><i>Original approval of the programme by the Senate</i> |                              |
| Kelulusan asal program oleh JKPT<br><i>Original approval of the programme by the JKPT</i>    |                              |
| Sesi program asal ditawarkan<br><i>Original programme sessions are offered</i>               |                              |

*\*For the current review*

***\*untuk semakan semasa***

**32. KESIMPULAN/SYOR**  
*CONCLUSION / RECOMMENDATION*

**LAMPIRAN KERTAS CADANGAN  
SEMAKAN PROGRAM KERJA KURSUS  
DAN MOD CAMPURAN**

*PROPOSAL PAPER FOR  
COURSE WORK AND MIXED MODE  
PROGRAMME REVIEW ATTACHEMENT*

**Lampiran 3.1: Borang Analisis Program Berdasarkan Indikator Kriteria Pendidikan 4.0 UKM dan Contoh Jawapan**

*Attachment 3.1: Programme Analysis Form Based on UKM 4.0 Education Criteria Indicators and Sample Answers*

| Bil No | Tema Kriteria Pendidikan 4.0<br><i>Education 4.0 Criteria Theme</i>                         | Indikator<br><i>Indicator</i>  | Sebelum Semakan Program<br><i>Before Programme Review</i>         |   | Setelah Semakan Program<br><i>After Programme Review</i>          |   |
|--------|---|--|---|---|---|---|
|        |   |  | Mengikut Indikator<br><i>According to Indicators</i><br>(✓) / (✗) | Mengikut Tema<br><i>According to Theme</i><br>(✓) / (✗) | Mengikut Indikator<br><i>According to Indicators</i><br>(✓) / (✗) | Mengikut Tema<br><i>According to Theme</i><br>(✓) / (✗) |
| 1.     | Tujuan dan Objektif Pendidikan Program<br><i>Programme Educational Goals and Objectives</i> | a. Salah satu atau lebih dalam komponen 'Tujuan Program' sama ada falsafah, hasrat dan kewajarannya menyokong keperluan Revolusi Perindustrian Ke-4; <b>dan</b><br><i>One or more of the components of the 'Programme Goals' whether its philosophy, aspirations and propriety support the needs of the 4th Industrial Revolution; and</i> | ✓   |   | ✓   |   |
|        |   | b. Sekurang-kurangnya 50% Objektif Pendidikan Program perlu menyokong keperluan Revolusi Perindustrian Ke-4.<br><i>At least 50% of the Programme Education Objectives should support the needs of the 4th Industrial Revolution.</i>   | ✓   | ✓   | ✓   | ✓   |

|    |   |  |   |   |   |   |
|----|---|--|---|---|---|---|
| 2. | <b>Kemahiran<br/>Graduan Masa<br/>Hadapan</b><br><i>Future<br/>Graduate Skills</i>  | HPP dan HPK perlu meliputi minimum 50% set kemahiran atau kompetensi masa hadapan yang disenaraikan;<br><i>PLO and CLO must cover a minimum of 50% of the set of future skills or competencies listed;</i>                                     | ✓ | ✓ | ✓ | ✓ |
| 3. | <b>Pengiktirafan<br/>kepada<br/>Pembelajaran<br/>Sepanjang<br/>Hayat</b><br><i>Recognition to<br/>Lifelong<br/>Learning</i> | <b>c.</b> Sekurang-kurangnya 10% daripada pelajar yang diambil mempunyai sijil APEL (A); <b>atau</b><br><i>At least 10% of the students accepted have an APEL certificate (A); or</i>  | ✗ |   | ✓ |   |
|    |   | <b>d.</b> Sekurang-kurangnya 10% pelajar mendapat pemindahan kredit melalui APEL (C); <b>dan</b><br><i>At least 10% of students get credit transfer through APEL (C); and</i>  | ✓ |   | ✓ | ✓ |
|    |   | <b>e.</b> Program mempunyai program gandingan Sijil Profesional yang menggunakan kursus-kursus sedia ada dalam program.<br><i>The programme has a Professional Certificate coupling programme that uses existing courses in the programme.</i> | ✗ |   | ✓ |   |
| 4. | <b>Kurikulum<br/>Luwes</b><br><i>Flexible<br/>Curriculum</i>  | Sekurang-kurangnya 20% daripada kredit minimum program adalah kursus elektif atau kursus-kursus dalam modul pelbagai laluan (minimum tiga laluan). Kursus ini perlu  | ✗ | ✗ | ✓ | ✓ |

|    |   |   |   |   |   |   |
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|    |   | diambil dalam bentuk rentas fakulti atau melalui program mobiliti dengan program dalam atau luar negara;<br><i>At least 20% of the programme minimum credit is elective courses or courses in multi-route modules (minimum three routes). This course should be taken in the form of cross-faculty or through mobility programmes with local or international programmes;</i> |   |   |   |   |
| 5. | <b>Kurikulum Boleh Ubah</b><br><i>Changeable Curriculum</i>                             | Sekurang-kurangnya 50% daripada struktur kurikulum adalah bersifat organik dan boleh lentur.<br><i>At least 50% of the curriculum structure is organic and flexible.</i>  | x | x | x | x |
| 6. | <b>Kolaborasi dengan Pemegang Kepentingan</b><br><i>Collaboration with Stakeholders</i> | a. Program 2U2i – 50%-50%, 2 tahun universiti, 2 tahun industri; <b>atau</b><br><i>2U2i Programme - 50% - 50%, 2 years of university, 2 years of industry; or</i>   | x |   | x |   |
|    |   | b. Program 3U1i – 75%-25%, 3 tahun universiti, 1 tahun industri; <b>atau</b><br><i>3U1i Program - 75% -25%, 3 years of university, 1 year of industry; or</i>   | x | ✓ | ✓ | ✓ |
|    |   | c. Untuk program lain, minimum 20% kursus adalah kursus kolaborasi interaktif dengan industri.<br><i>For other programmes, a minimum of 20% of the courses are interactive</i>  | ✓ |   | x |   |

|    |  |   |   |   |   |   |
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|    |  | <i>collaboration courses with industry.</i>   |   |   |   |   |
| 7. | <b>Kolaborasi dengan IPT Lain</b><br><i>Collaboration with Other HEIs</i>        | Mana-mana program yang mematuhi struktur kurikulum seperti yang disenaraikan.<br><i>Any programme that adheres to the curriculum structure as listed.</i>   | x | x | ✓ | ✓ |
| 8. | <b>Kaedah Penyampaian Transformatif</b><br><i>Transformative Delivery Method</i> | Sekurang-kurangnya 20% kredit program melaksanakan penyampaian kaedah pengajaran dan pembelajaran secara transformatif secara dominan dalam kursus tersebut.<br><i>At least 20% of the program credit implements the delivery of transformative teaching and learning methods dominantly in the course.</i>   | x | x | x | x |
| 9. | <b>Pentaksiran Alternatif</b><br><i>Alternative Assessment</i>                   | Program mengaplikasikan kaedah pentaksiran yang sesuai dengan tahap taksonomi hasil pembelajaran dengan menggunakan kaedah berikut dengan ketetapan seperti berikut:<br><i>The programme applies assessment methods appropriate to the taxonomic level of learning outcomes by using the following methods with the following stipulations:</i><br><b>a.</b> Komponen pentaksiran alternatif perlu sekurang-kurangnya 60%; <b>dan</b><br><i>The alternative</i> | x | x | ✓ | ✓ |

|  |  |   |  |   |
|--|--|---|--|---|
|  | <i>assessment component should be at least 60%;<br/>and</i>  |   |  |   |
|  | b. Kaedah pentaksiran sah/autentik – 30%;<br>Pentaksiran yang adil, menyeluruh dan pencapaian sebenar;<br><b>dan</b><br><i>Authentic / authentic assessment method - 30%;<br/>Fair, comprehensive assessment and actual achievement;</i><br><b>and</b> | x |  | ✓ |
|  | c. Kaedah berdasarkan kriteria (HIEP) – 40%;<br><b>dan</b><br><i>Method based on Criteria (HIEP) - 40%;</i><br><b>and</b>  | x |  | ✓ |
|  | d. Kaedah kreatif lain dalam kursus-kursus yang ditawarkan – 20%;<br><i>Other creative methods in the courses offered - 20%;</i>   | ✓ |  | ✓ |

| <b>Tahap pelaksanaan Pendidikan 4.0 UKM</b><br><i>Level of implementation of Education 4.0 UKM</i> | <b>Sebelum Semakan Program</b><br><i>Before Programme Review</i> | <b>Setelah Semakan Program</b><br><i>After Programme Review</i> |
|--|--|---|
| Tier 1: Memenuhi 1-3 kriteria/tema;<br><i>Tier 1: Meets 1-3 criteria / themes;</i>                 | ✓  |   |
| Tier 2: Memenuhi 4-6 kriteria/tema;<br><i>Tier 2: Meets 4-6 criteria / themes;</i>                 |  |   |
| Tier 3: Memenuhi 7-9 kriteria/tema;<br><i>Tier 3: Meets 7-9 criteria / themes;</i>                 |  | ✓   |

**Lampiran 11.1 Contoh Pemetaan antara Objektif Pendidikan Program dengan Matlamat Pendidikan**

*Attachment 11.1 Example of Mapping between Program Education Objectives and Educational Goals*

| <b>Objektif pendidikan program (OPP)</b><br><i>Program educational objectives (PEO)</i> | <b>Matlamat Pendidikan (MP)</b><br><i>Educational Goals (EG)</i> | <b>MP 1 / EG 1:</b><br><b>Graduan berambisi kebangsaan</b><br><i>National aspiring graduates</i> | <b>MP 2 / EG 2:</b><br><b>Graduan berkemampuan</b><br><i>Competent graduates</i> | <b>MP 3 / EG 3:</b><br><b>Graduan berdaya saing dan inovatif</b><br><i>Competitive and innovative graduates</i> |
|---|--|--|--|---|
| OPP 1:  |  |  |  |   |
| OPP 2:  |  |  |  |   |
| OPP 3:  |  |  |  |   |
| OPP 4:  |  |  |  |   |

**Lampiran 11.2 Contoh Pemetaan antara Hasil Pembelajaran Program dengan Objektif Pendidikan Program**

*Attachment 11.2 Example of Mapping between Program Learning Outcomes and Programme Educational Objectives*

| <b>Objektif Pendidikan Program (OPP)</b><br><i>Program Education Objectives (PEO)</i> | <b>OPP1:</b> | <b>OPP2:</b> | <b>OPP3:</b> | <b>OPP4:</b> |
|---|--------------|--------------|--------------|--------------|
| <b>Hasil Pembelajaran Program (HPP)</b><br><i>Programme Learning Outcomes (PLO)</i>   |              |              |              |              |
| HPP 1:  |              |              |              |              |
| HPP 2:  |              |              |              |              |
| HPP 3:  |              |              |              |              |
| HPP 4:  |              |              |              |              |
| HPP 5:  |              |              |              |              |
| HPP 6:  |              |              |              |              |
| HPP 7:  |              |              |              |              |
| HPP 8:  |              |              |              |              |