MASTER OF HEALTH RESEARCH ETHICS

MOHRE Application Process

- A) Guideline For UM Online Application
- **B)** Application Supplementary Form Submission
- C) Documents to be submitted

*Please follow Step A, B, C to complete your application and email us at mohre@um.edu.my.

A) Guideline For Um Online Application

1. Go to https://apply.um.edu.my/

| $\leftarrow \rightarrow \mathbf{C} \texttt{``maya.um.edu.my/sitsvision/wrd/siw_ipp_lgn.login?process=siw_i}$ | p_app_crs 🗙 🔄 🛑 😡 🤕 🗟 📜 |
|---|---|
| Sun ALAYA Academic Portal MAYA: Applications | |
| Before you start your application This application takes about 20 minutes to complete. You can save your application at any time and return to it later. You will need : • An idea of which qualification you want to study. If you're unsure, learn more about our qualifications. at UM Website | d Already have an account? |
| Information about your schooling and any previous tertiary study. If you already have an account, please login to MAYA and click admission tab if you are : Continuing an application Returning student to further study | Admission : Process Flow |
| | Image: Section of the section of t |

- 2. Click "New User" to create a new account for application. Fill in the relevant sections.
- Your password must be at least 8 characters long. Please include uppercase letter, lowercase letter, and number.

| New User Details | |
|--------------------|--|
| Title * | |
| True - | Please select |
| First Name * | |
| Surname * | |
| Date of Birth * | v |
| E-mail * | |
| Confirm e-mail * | |
| Password * | |
| | (Password must contain a minimum of 8 characters which consist of capital letter, small letter and a number) |
| Confirm password * | |
| | Cancel Proceed |

- 3. At the Programme Selection page, select:
 - Level of Study: Master
 - Nationality:
 - Please choose CITIZEN for Malaysian applicants
 - Please choose NON-CITIZEN for International applicants.
 - Faculty: FACULTY OF MEDICINE
 - Course Type: COURSEWORK
 - Mode of Attendance: FULL TIME

Programme Selection

| Please search for a programme | | | | |
|--|---|--|--|--|
| The University of Malaya has a large number of courses | to choose from, in order to help you find the right one, simply fill in the forms below or click here for a full prospectus | | | |
| Level of Study: | Foundation | | | |
| | Diploma | | | |
| | O Undergraduate | | | |
| | 🔘 Undergraduate: Saluran Terbuka Universiti Malaya (SATU) | | | |
| | Undergraduate: External | | | |
| | Postgraduate Diploma | | | |
| | Master | | | |
| | O Doctorate | | | |
| | Inbound | | | |
| Nationality: | CITIZEN | | | |
| Faculty: | FACULTY OF MEDICINE | | | |
| Course Type: | COURSEWORK | | | |
| Mode of Attendance: | FULL TIME | | | |

4. Click "Search Now". Next:

- For Malaysian, please click "MASTER OF HEALTH RESEARCH ETHICS (SCWMQFFTCV0001/ SCWMQFFTCV01)".
- For Non-Malaysian or Permanent Resident, please click "MASTER OF HEALTH RESEARCH ETHICS (SCWMQFFTCV2001/ SCWMQFFTCV01)".
- Please do not click the wrong code as this would affect your application process.

| Faculty: | FACULTY OF MEDICINE | * | |
|---|--|-----------|--|
| | | | |
| Course Type: | COURSEWORK | Ŧ | |
| Mode of Attendance: | FULL TIME | T | |
| | 2 | earch Now | |
| | | | |
| | | | |
| ur search results: 5 | | | |
| ur search results: 5 | | | |
| ur search results: 5 MASTER OF PUBLIC HEALTH (SCWMQBFTCV Keywords: | 0002/SCWMQBFTCV02) | | |
| MASTER OF PUBLIC HEALTH (SCWMQBFTCV | | | |
| MASTER OF PUBLIC HEALTH (SCWMQBFTCV Keywords: MASTER OF NURSING SCIENCE (SCWMQDFT | CV0002/SCWMQDFTCV02) | | |
| MASTER OF PUBLIC HEALTH (SCWMQBFTCV Keywords: MASTER OF NURSING SCIENCE (SCWMQDFT Keywords: MASTER OF MEDICAL PHYSICS (SCWMQAFT | CV0002/SCWMQDFTCV02) CV0002/SCWMQAFTCV02) | | |

5. Click "Apply"

Programme Selection

Apply on the programme

| Please select a p | programme occurrence | | | | |
|-----------------------|----------------------------------|-----------------------|------------------------|----------------|-------|
| You are about to star | t an application to: MASTER OF H | EALTH RESEARCH ETHICS | | | |
| Sequence | Session | Semester | Mode of attendance | Start date | Apply |
| 0004 | 2020/2021 | S1 | FULL TIME | September 2020 | Apply |
| | | | Back to Search Results | | |

6. Fill in the online application form and upload the documents needed.

| Application from Lina Ooi f | MASTER OF HEALTH RESEARCH ETHICS | o start in September 2020 | | | |
|-----------------------------|--|---|--|--|--|
| Checklist | | | | | |
| | Clic | k on the links below to continue your application | | | |
| | | Status - Unsubmitted | | | |
| + Perso | onal Details | | | | |
| + Conta | act Details | | | | |
| | / O-Level | | | | |
| + Bach | elor / Master / PhD / Others | | | | |
| + Finan | ce Information | | | | |
| + Docu | ment Upload | | | | |
| | + Processing Fee | | | | |
| + Subm | ission | | | | |
| laar | Cuido | | | | |
| | Icon Guide | | | | |
| | Please complete as many fields as possible to assist with your application process This page has not been started | | | | |
| | Cutstanding information required for mandatory fields | | | | |
| ✓ All | ✓ All mandatory information has been provided | | | | |
| | | | | | |

7. For the 'Document Upload' section, these are the list of documents listed.

The documents rated as '*' are compulsory documents to be uploaded.

The document that are not rated as '*' are documents that are not compulsory to be uploaded.

| (a) Passport size photo * Passport Photo Guideline | | ID picture.PNG | Delete |
|--|--------|----------------|--------|
| Please upload a passport size photo with blue background. This photo will be shown in your Student Card. | | | |
| (b) Passport/NRIC (first page of passport)* | Upload | | |
| (c) Academic Certificate* | Upload | | |
| Please upload all academic transcript/certificate which you have declared in this application. | | | |
| (d) English level proficiency certificate | Upload | | |
| (e) Work evidence (Confirmation Letter / Offer Letter / etc.) | Upload | | |
| (f) Research experience | Upload | | |
| Sponsorship/Scholarship Letter (if any) | Upload | | |
| (h) Support letter from home university | Upload | | |
| (i) Professional qualification | Upload | | |

For the academic certificate, please upload your SPM, Undergraduate degree and Postgraduate degree (if you have it)

8. Upon completing the information, a tick mark(\checkmark) would appear.

| Cademic Portal MAYA | : Applications | User 👤 🔫 |
|--|--|---|
| Application from Lina Ooi for MASTER OF HEALTI | HRSEARCH ETHICS to start in September 2020 | |
| Checklist Personal D tails 🗸 Contact | Details + SPM / O-Level + Bachelor / Master / PhD / Others + Finance Information + Document Upload + | |
| Processing Fee 🕇 Submission 🕂 | | |
| Contact Details | | |
| * Please note that all fields with an asterisk (*) | are compulsory. | |
| Contact Details | | |
| This is your address by which we will send a | II the letters and relevant information. | |
| Country * | Please select • | |
| Address Line 1 * | | |
| Address Line 2 | | |
| Postcode * | | |
| | © 2019 Pusat Teknologi Maklumat. All Rights | Universiti Malaya Reserved. (<u>Go to top</u>) |

- 9. Processing fee:
 - RM 50 for Malaysia applicants
 - RM 300 for International applicants and Permanent Residents

| Checklist | Personal Detai | ls 🗙 Contact Details | + SPM / O-Level + | Bachelor / Master / PhD / Others 🕇 | Finance Information 🗸 | Document Upload 🛨 |
|--------------------|--------------------|-----------------------------|---------------------------|---|-------------------------------|-------------------|
| Processing | Fee 🕂 Subm | nission 🕂 | | | | |
| Processi | ing Fee | | | | | |
| | <u> </u> | | | | | |
| Year | Semeste | r | Amount Due | Payment Status | Actions | |
| 2020 | SEMEST | ER 1 | RM 50.00 | Awaiting Payment | Pay Onlin | e Now |
| | | | | | | |
| *For a | any payment rel | lated issue, please ema | ail to Ms. Madhavi (mad | dhavi@um.edu.my) and Mr. Dhanap (dhanapal@um.edu.m | | |
| | | | | (analog ang anno ann | ,,, | |
| | | | | | | |
| D 1 1 1 | | | | | | |
| Back to che | ecklist | | | Save | | Save and continue |
| UNIVERS M A L A | siti Acado | nic Portal MAYA | ·Applications | | | |
| MALA | | | | | | User ⊥ → |
| | Application from S | akinah Muhammad Firdaus Ooi | for MASTER OF HEALTH RESE | ARCH ETHICS to start in September 2020 | | |
| | Checklist P | ersonal Details 🗙 Contact | Details + SPM / O-Level + | Bachelor / Master / PhD / Others 🕇 Fina | nce Information + Document | Upload 🕇 |
| | Processing Fee | + Submission + | | | | |
| | Processing F | ee | | | | |
| | Year | Semester | Amount Due | Payment Status | Actions | |
| | 2020 | SEMESTER 1 | RM 50.00 | Awaiting Payment | Pay Online Now | |
| | | | | | | |
| | *For any j | payment | | | _ | |
| | | 4 | FPX | VISA MasterCard | F | |
| | | | FPX | Credit/Debit Card | Flywire | |
| | Back to checklis | t | | () | lake a payment from overseas) | Save and continue |

Close

| Checklist | | contact Details 🕂 🛛 Bachelor / Master / | PhD / Others 🛨 English Level Pro | oficiency 🛨 Finance Information 🕇 | Document Upload 🕇 | | |
|--------------|--|---|----------------------------------|-----------------------------------|-------------------|--|--|
| Processing F | | | | | | | |
| Processin | ng Fee | | | | | | |
| Year | Semester | Amount Due | Payment Status | Actions | | | |
| 2020 | SEMESTER 1 | RM 300.00 | Awaiting Payment | Pay Online Now | | | |
| *For a | *For any payment related issue, please email to Ms. Madhavi (madhavi@um.edu.my) and Mr. Dhanapal (dhanapal@um.edu.my) | | | | | | |
| | | | | | | | |
| Back to chec | cklist | | Save | | Save and continue | | |

Payment made by Flywire requires 2-7 days, please make the fee submission at least 1-2 week before online application closed.

10. Once the form is completed, click the button 'Submit'. Students will be prompted to complete any incomplete section at the last page.

| part-time, off-campus or distance learning in any institution?* | 0 | | |
|---|------------|--|--|
| Have you ever applied to take this course before?* |) Yes | s 💿 No | |
| If you have applied, did your application succeed?* |) Yes | s 💿 No | |
| Have you ever registered for this program before?* | Yes | s 💿 No | |
| Have you ever opted out of this program before?* |) Yes | s 💿 No | |
| Have you been terminated from this program before? * |) Yes | s 💿 No | |
| Do you agree to accept the offer that differs from your list of options?* | Yes | s 💿 No | |
| Did you give consent to the following of the application details to other agencies / usage of the Higher Education Ministry? * | Yes | s 🛞 No | |
| You will not be able to change your application once you have submitted it. You will receive an | n auto-acl | knowledgement email confirming the submission of your application. | |
| I have read, understood and agree to the above statement* | | | |
| You must complete all mandatory fields across the application form before you can submit | | | |
| | | Submit | |
| | | | |
| | | | |
| Back to checklist | s | Save | |
| | | Universiti Mala © 2019 Pusat Teknologi Maklumat. All Rights Reserved. (<u>So to to</u> | |

B) Application Supplementary Form Submission

Please fill in the Application Supplementary Form

- Application Supplementary • Form (Click on the hyperlink to download the form)
- Email the completed form to • mohre@um.edu.my



Master of Health Research Ethics

Application Supplementary Form

1. Full Name Please state your name as registered at https://maya.um.edu.my/sitsvision/wrd/siw ipp lgn.login?process=siw ipp app crs

Click or tap here to enter text.

2. Interest

Please address the following questions: What is your particular interest in research ethics? (maximum 250 words)

Click or tap here to enter text.

Why do you want to join this programme? (maximum 250 words)

Click or tap here to enter text.

• What is your plan after completing this programme? (maximum 250 words)

Click or tap here to enter text.

3. Scholarship (Optional)
- If you are interested in a scholarship, please state how the scholarship would be useful to you and why you are deserving of it (maximum 300 words).

Click or tap here to enter text.

Scholarship applicants should also provide an up-to-date Curriculum Vitae (CV) or resume.

4. Reference

Please provide two professional letters of reference. I have attached two professional letters of reference.

5. Interview

- Shortlisted candidates will be called for interview (or Skype according to feasibility).
- I can attend an interview at the University of Malaya.
 I can attend an interview via Skype or Zoom.

*Please email the completed form (with attachments) to mohre@um.edu.my.

C) DOCUMENTS to be submitted

Please email the following documents to <u>mohre@um.edu.my</u> if you have not uploaded in <u>https://apply.um.edu.my/.</u>

The documents are:

- Malaysia NRIC (For Malaysian)
- Passport (First Page) (For International applicants)
- Photo (Passport size)
- Sijil Pelajaran Malaysia (SPM/MCE) Certificate (For Malaysian)
- Academic transcripts and certificates* (For bachelor's degree or any graduate degree)
- TOEFL / IELTS Certificate (If required, for International applicants)
- Two professional letters of reference
- Working experience document (If any)
- Financial support (if any)
- CV or resume

*Please provide English translations if certificates are not in English

Please follow Step A, B, C to complete your application and email us at mohre@um.edu.my.

| | | UNIVERSITI MALAYA UMSItS |
|--------------------------------------|-------------------------------|--|
| | | |
| | LOG-IN TO MAYA | • URL : maya.um.edu.my • USERNAME : siswamailusername@perdana.um.edu.my • PASSWORD: siswamail password |
| | SELECT SPECIALISATION | Programme(s) with specialisation (if any) Select specialisation & submit Wait approval from faculty |
| 3 | UPDATE PERSONAL DETAILS | • Fill-in the mandatory column • Click 'UPDATE' button |
| | REGISTER MODULE(S) | Online registration Select module(s) & group from diet Maximum credit based on programme level Check teaching timetable |
| 5 | CONFIRM REGISTRATION | Click 'CONFIRM' button Invoice will be generated |
| | MAKE PAYMENT | All students shall make payment within the stipulated time frame Status will update as Active Student (AK) |
| • | | |
| project by RINTIS printis.um.edu. | my | |