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| 1. **STUDENT DETAILS**
 |
| Full Name:  |
| NRIC/Passport No.: | Date of Birth: | Age: |
| Gender: | Marital Status: | Nationality: | Race: |
| Address: |
| Telephone No.(Home): | Mobile No.: | Email Address: |

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| 1. **CURRENT PROGRAMME ENROLLED IN UTS**
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| School: | Student ID No.: |
| Programme: |
| Research Title: (*please attach with one page research summary*) |
| Name of Main Supervisor: | Semester and Year enrolled: |

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| 1. **EDUCATIONAL BACKGROUND**
 |
| **Name of Institution** | **Degree** | **CGPA** | **Date** |
| **From** | **To** |
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| 1. **PUBLICATION (IF ANY)**
 |
| **Author(s)** | **Name of Publication** |
|  |  |
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*Note: Please attach publication paper.*

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| 1. **APPLICATION DECLARATION**
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I hereby declare that the above information is true and correct. If any of the information I have furnished either intentionally or unintentionally is found to be untrue, I understand that UTS reserves the right to terminate my appointment or take any other action as it deems appropriate.

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| **Signature:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  | **Date:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

*Note: Please attach certified copy of IC/passport, student offer letter and academic certificates.*

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| 1. **TO BE COMPLETED BY MAIN SUPERVISOR**
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The Graduate Assistant is required to serve the School or University in lab demonstration or some administrative duties for **minimum 6 hours weekly** and **should not be more than 24 hours monthly**. The Graduate Assistant is **NOT PERMITTED** to assist in marking and keying in marks of examination scripts, tutorial assignment and lab reports.

⬜ Recommended ⬜ Not Recommended

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| Comments: |
| **Name:** | **Signature:** | **Date;:** |
| 1. **VERIFICATION BY SPS**
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 **⬜** Fulfilled requirements, proceed to Interview session.

 ⬜ Not fulfilled requirements, proceed for rejection. Rejection Letter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Interview Details:**

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| Date: |
| Time: |
| Venue: |

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| 1. **APPROVAL BY GRADUATE ASSISTANT COMMITTEE (GAC)**
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| **Decision** | **⬜ Approved** | **⬜ Not Approved** |
| **Duration of Appointment:**  **month(s)** | **Appointment Start Date:** | **Appointment End Date:** |
| **Recommended Allowance: RM \_\_\_\_\_\_\_\_\_\_\_\_\_ per month**  |
| **Remarks: *(if any)*** |