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UTHM/ORICC/R&D/011/2014

***For ORICC Use Only :***

Ref. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RESEARCH AND DEVELOPMENT CENTER (R&D)**

**OFFICE FOR RESEARCH, INNOVATION, COMMERCIALIZATION AND CONSULTANCY MANAGEMENT (ORICC)**

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| **RESEARCH GRANT EXTENSION FORM (***University Research Grant Only***)** |

* Borang ini hendaklah dihantar ke Pusat R&D sekurang-kurangnya **TIGA bulan** sebelum tempoh projek tamat

 *This form should be sent to R&D Centre at least* ***THREE month*** *before the expiry of the project period*

* Sila tanda √ pada kotak yang berkenaan

*Please tick √ in relevant box*

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| [ ] Permohonan Tambahan Masa *Application for Time Extension* Lampirkan Laporan Kemajuan Projek*Progress Report*Lampirkan Carta Perbatuan*Milestone*  | [ ] Permohonan Tambahan Peruntukan*Application for Additional Budget*Lampirkan Laporan Kemajuan Projek*Progress Report* |

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| **PERMOHONAN*****APPLICATION*** |
| 1. Saya memohon tambahan jangka masa kajian selama 3 bulan 6 bulan

*I am applying for a study period of increase* 1. Cadangan tempoh perlanjutan : Mula : …………………………….. Tamat : …………………………….

*Proposed extension period Start Date End Date*1. Saya memohon tambahan peruntukan sebanyak RM………………..

*I am applying for an additional allocation of RM ………………..*Justifikasi / sebab memohon (perlu dinyatakan) :*Justification / reason to apply (to be specified):*

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Sila sertakan jadual kerja berhubung perkara (a) di atas.*Please attach a schedule of work in relation to (a) above.* |

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| **MAKLUMAT KETUA PENYELIDIK*****DETAILS OF PRINCIPAL INVESTIGATOR*** |
| Nama Ketua Projek*Name of Principal Investigator* | : |  |
| Kod Projek*Research Code* | : |  |
| Tajuk Projek*Project’s Title* | : |  |
| Fakulti*Faculty* | : |  |
| No. Tel . Pejabat/ Bimbit*Office / Mobile Phone Number* | : |  | E-mel*Email* | : |  |

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| **MAKLUMAT PROJEK PENYELIDIKAN*****DETAILS OF RESEARCH PROJECT*** |
| Tarikh Mula*Starting Date* | : |  | Tarikh Tamat*Finishing Date* | : |  |
| % Prestasi Projek *(milestone)**% Performance Project (milestones)* | : |  |
| Peruntukan Diluluskan (RM)*Approved allocation (RM)* | : |  |
| Perbelanjaan (RM)*Expenditure (RM)*\*termasuk wang pendahuluan*\*including initial of allocation* | : |  |
| Baki Peruntukan (RM)*Balance (RM)* | : |  |
| % Perbelanjaan*% Expenses* | : |  |
| Sumber Peruntukan*Source of Allocation* | : |  |

\*\***Perincian perbelanjaan mesti dilampirkan**

*\*\*Details of expenses must be attached*

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| **PERAKUAN** ***ENDORSEMENT*** |
| a. Saya dengan ini mengaku bahawa maklumat yang diberikan oleh saya dalam permohonan ini adalah benar dan lengkap. Universiti berhak mengambil tindakan yang sewajarnya jika maklumat yang didapati tidak benar.*I hereby declare that the information provided by me in this application is true and complete. The University reserves the right to take appropriate action if the information is found to be untrue.* Tandatangan Penyelidik Utama Tarikh *Signature of Principal Researcher* *Date* |
| b. **Kelulusan Dekan (Pusat Penyelidikan Dan Pembangunan) ORICC*****Approval by Dean (Reseacrh And Development Centre) ORICC***……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… Tandatangan & Cop Tarikh *Signature & Stamp* *Date* |

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| **UNTUK KEGUNAAN PEJABAT*****OFFICE USE ONLY*** |

 *Approval letter* (Surat kelulusan)

 *Update record to RMS* (Kemaskini rekod di RMS)