

RESEARCH AND DEVELOPMENT

Our ref : MMU/RMC/CRP/MEMO/2015/01

MEMO

To : FRGS and ERGS External Project Leaders
Multimedia University

From : Director, Research Management Centre
Multimedia University

Date : 13 November 2015

Re : **Revised Guidelines on GRA Top-up Scheme**

Dear Prof. / Dr. / Sir / Madam,

We would like to draw your attention to the above matter.

Please be informed that University R&D Committee in its meeting on 6th November 2015 has approved revised guidelines on GRA top-up scheme for FRGS and ERGS external funded projects.

2. The revised guidelines will provide clear guidelines on amount of top-up for MMU GRA schemes which will be based on candidate's quality, measured through CGPA, work experiences, publication etc. The advantage is that the detailed guidelines, as seen in the following tables, the amount of top-up would be more consistent and justified.

3. Below are guidelines for **NEW** appointment :

3.1 Maximum and minimum top-up (new appointment)

Qualification	minimum top-up (RM)	maximum top-up (RM)
Master	300	800
PhD	500	1300

3.2 Points for new appointment

No	Measures	Points
1	CGPA (UG)	
	>=2.75	2
	>=3	4
	>=3.3	8
	>=3.67	12
2	Indexed Conference Paper	0.5*n
3	Journal Paper (Q4)	1*n
4	Journal Paper (Q3)	1.5*n

5	Journal Paper (Q2)	2*n
6	Journal Paper (Q1)	2.5*n
7	Industrial Experience	0.5*y
8	Patent filed	2*n
9	Other IP filed	1*n

n = number of paper(s)
y = number of year(s), maximum of 5 years

3.3 Top-up for Masters new appointment

RM	Points
300	<= 4
400	<= 6
500	<= 8
600	<=10
700	<=12
800	> 12

3.4 Top-up for PhD new appointment

RM	Points
500	<= 4
600	<= 6
700	<= 8
800	<= 10
900	<= 14
1000	<= 16
1100	<= 18
1200	<= 20
1300	> 20

4. Below are guidelines for **RENEWAL** appointment :

4.1 Maximum total top-up (renewal)

Qualification	maximum total top-up (RM)
Master	800
PhD	1300

4.2 Points for renewal

No	Measures	Points
1	Indexed Conference Paper	0.5*n
2	Journal Paper (Q4)	1*n
3	Journal Paper (Q3)	1.5*n
4	Journal Paper (Q2)	2*n
5	Journal Paper (Q1)	2.5*n
6	Patent filed	2*n
7	Other IP filed	1*n

n = number of paper(s)

4.3 Top-up for Masters renewal (additional to previous top-up)

RM	Points
100	<=1
200	<= 2
300	<= 3
400	<= 4
500	> 4

4.4 Top-up for PhD renewal (additional to previous top-up)*

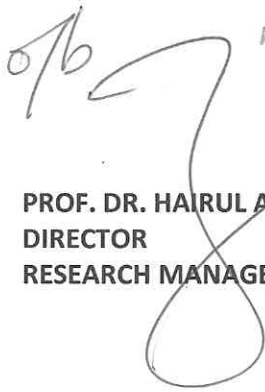
*Minimum requirement for PhD renewal is 1 indexed conference paper

RM	Points
100	<=1
200	<= 2
300	<= 3
400	<= 4
500	<= 5
600	<= 6
700	<= 7
800	> 7

Please take note this matter will take effect from 1st January 2016.

Your cooperation in this matter is very much appreciated.

Yours sincerely,



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