

**GUIDELINES FOR PUBLICATION IN FULFILMENT OF GRADUATION REQUIREMENTS  
FOR POSTGRADUATE CANDIDATES (SESSION 2017/2018 ONWARDS)  
(Senate Approval on 24.8.2017)**

Publication(s) produced by postgraduate candidates in fulfilment of graduation requirements must comply with the following criteria:

CRITERIA	REMARK
<b>1. Type of Publications</b>	<p>(1) Research article or review article in journals indexed in:</p> <p>(a) Web of Science Core Collection databases (<a href="https://apps.webofknowledge.com">https://apps.webofknowledge.com</a>)</p> <ul style="list-style-type: none"> <li>• Science Citation Index Expanded™,</li> <li>• Social Sciences Citation Index® and</li> <li>• Arts &amp; Humanities Citation Index®</li> </ul> <p>(b) Scopus (<a href="https://www.scopus.com/">https://www.scopus.com/</a>); or</p> <p>(c) <i>*Malaysian Citation Index (MyCite)</i> (<a href="http://www.mycite.my/">http://www.mycite.my/</a>)</p> <p>(2) <i>*Books published by publishers listed in:</i></p> <p>(a) <i>Web of Science (WoS) Master Book List</i> (<a href="http://wokinfo.com/mbl/publishers/">http://wokinfo.com/mbl/publishers/</a>)</p> <p>(b) <i>Malaysian Scholarly Publishing Council or Majlis Penerbitan Ilmiah Malaysia (MAPIM)</i> (<a href="https://www.um.edu.my/research-and-community/information-for-researchers/downloads/myra">https://www.um.edu.my/research-and-community/information-for-researchers/downloads/myra</a>)</p> <p>(c) Any publishers listed and recognized by Academic Responsible Centre (PTj)</p> <p><i>*Only applicable to candidates pursuing programmes in the field of Arts and Social Sciences.</i></p>
<b>2. Authorship</b>	<p>Publications <b>must be published with the supervisor(s)</b>. The supervisor shall act as the corresponding author. In the event that the candidate has more than one supervisor, one of them shall be the corresponding author.</p> <p>The candidate must be the first author or either the second or subsequent author after the supervisor(s), or the first student author. In the event, two or more candidates co-authored in an article, only one candidate is allowed to use this article to fulfil his/her graduation requirement.</p>
<b>3. Authorship Agreement</b>	Candidate must provide a copy of authorship document that was submitted to the respective publishers (e.g. Authorship Agreement/Form or Statement of Authorship or cover letter of article submission), confirming all the named authors has agreed to publication.
<b>4. Timing</b>	Publications must be within the candidature of the candidate.
<b>5. Topic of publications</b>	Publications must be related and conform to the candidate's research in his/her thesis/dissertation.
<b>6. Affiliation</b>	Publications must carry the affiliation of the department and/or faculty where the candidate is registered
<b>7. Blacklisted journals</b>	<p>Publications in journals blacklisted by the Malaysian Ministry of Education (MoE) are not accepted:</p> <p>(1) Academic Journal (<a href="http://www.academicjournals.org">www.academicjournals.org</a>);</p> <p>(2) Euro Journal Inc. (<a href="http://www.eurojournals.com">www.eurojournals.com</a>);</p> <p>(3) Common Ground Publishing (<a href="http://www.commongroundpublishing.com">www.commongroundpublishing.com</a>);</p> <p>(4) Africa World Press Inc. (<a href="http://www.africaworldpressbooks.com">www.africaworldpressbooks.com</a>).</p> <p>The list of blacklisted journals is subject to change from time to time according to MoE.</p>
<b>8. Completion period</b>	<p>Candidates who have completed the examination of their thesis/dissertation must fulfil the publication requirement as set by the University before the expiry of their maximum period of candidature.</p> <p>Candidates who have completed their thesis/dissertation examination and reached their maximum period of candidature but are yet to fulfil the stipulated publication requirement, may be given a period of 12 months from the date of the final submission of thesis/ dissertation to do so. In this case, the application must be submitted to the Director of Academic Administration and Services Centre (AASC) for approval.</p> <p>If the candidates fail to fulfil the publication requirement within the approved period, they will be terminated from the program of study and considered as failed.</p>