

PEKELILING PEPERIKSAAN 5/2019 (1 MAC 2019)

RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN

PEPERIKSAAN SEMESTER PERTAMA,
SIDANG AKADEMIK 2018/2019



PEKELILING PEPERIKSAAN 5/2019

RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN

**PEPERIKSAAN SEMESTER PERTAMA,
SIDANG AKADEMIK 2018/2019**

- **Pelajar Program Pengajian Ijazah Tinggi**
- **Pelajar Program Pengajian Ijazah Pertama (*Penuh Masa Program Pesisir, Program Usaha Sama Akademik & Program Pengajian Jarak Jauh*)**
- **Pelajar Diploma Kejururawatan**

Peraturan yang perlu dipatuhi bagi rayuan penyemakan semula keputusan peperiksaan adalah seperti berikut :-

1. Tempoh permohonan rayuan penyemakan semula keputusan peperiksaan bagi Peperiksaan Semester Pertama, Sidang Akademik 2018/2019 adalah seperti berikut :-

4 MAC 2019 hingga 3 APRIL 2019

RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN YANG DITERIMA SELEPAS TEMPOH DI ATAS TIDAK AKAN DIPERTIMBANGKAN OLEH PIHAK UNIVERSITI.

2. Peraturan penyemakan semula keputusan peperiksaan bukan bermaksud penilaian semula skrip jawapan. **Penyemakan semula akan melibatkan hanya pengesahan sama ada setiap jawapan di dalam skrip jawapan telah diberikan markah dan pengiraan markah adalah betul.**

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3. Permohonan rayuan penyemakan semula keputusan peperiksaan adalah dengan mengisi “**BORANG PERMOHONAN RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**” (versi Bahasa Malaysia) yang boleh dicetak dari laman sesawang pendaftar.usm.my ATAU bpa.usm.my ATAU diperolehi di kaunter perkhidmatan Bahagian Pengurusan Akademik, Jabatan Pendaftar, Aras 5, Bangunan Canselori, USM, Pulau Pinang (Kampus Induk).
4. Borang permohonan yang telah dilengkapkan hendaklah dilampirkan bersama dokumen berikut :-
 - (a). **Salinan penyata pembayaran ePayment**
Pembayaran sebanyak RM25.00 (Ringgit Malaysia Dua Puluh Lima Sahaja) bagi setiap kertas peperiksaan yang disemak semula boleh dibuat melalui laman sesawang <https://epayment.usm.my>.

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 - (b). **Salinan resit rasmi pembayaran yang dikeluarkan oleh Jabatan Bendahari USM**

Borang permohonan dan salinan resit pembayaran hendaklah dihantar kepada pejabat berikut :-

- (a). **PELAJAR KAMPUS INDUK, KAMPUS KESIHATAN, PROGRAM PESISIR, PROGRAM PENGAJIAN JARAK JAUH, PROGRAM USAHA SAMA AKADEMIK DAN PROGRAM PENGAJIAN SISWAZAH**
 - Ketua Penolong Pendaftar, Unit Peperiksaan dan Pengijazahan, Bahagian Pengurusan Akademik, Jabatan Pendaftar, Aras 5, Bangunan Canselori, 11800 USM, Pulau Pinang.
- (b). **PELAJAR KAMPUS KEJURUTERAAN**
 - Ketua Penolong Pendaftar, Jabatan Pendaftar, Kampus Kejuruteraan, Universiti Sains Malaysia, 14300 Nibong Tebal, Pulau Pinang.

PEMBAYARAN MELALUI CEK TIDAK DITERIMA

PEKELILING PEPERIKSAAN 5/2019 (1 MAC 2019)
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5. Pejabat Unit Peperiksaan dan Pengijazahan (Bahagian Pengurusan Akademik, Jabatan Pendaftar) akan memaklumkan keputusan permohonan penyemakan sebaik sahaja pengesahan diterima daripada pusat pengajian yang berkenaan.

Sekian, terima kasih.

' BERKHIDMAT UNTUK NEGARA '
" Memastikan Kelestarian Hari Esok "



(NOROSLINDA BINTI HUSSAIN)
Ketua Penolong Pendaftar
Unit Peperiksaan dan Pengijazahan
Bahagian Pengurusan Akademik

No. Rujukan : USM.(O) 25/1/xiii/c Jld.33

Tarikh Keluar : 4 Mac 2019

Tarikh Luput : 3 April 2019

Unit Peperiksaan dan Pengijazahan, Bahagian Pengurusan Akademik, Jabatan Pendaftar,
Universiti Sains Malaysia, Aras 5, Bangunan Canselori, 11800 USM, PULAU PINANG.

No. Telefon : 04 653 3479

No. Faksimili : 04 657 3409

E-Mel : nrlinda@usm.my

Web : bpa.usm.my & registry.usm.my

BORANG PERMOHONAN RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN

1. ARAHAN KEPADA CALON

- 1.1 Perkara 2 hingga 4 dalam borang ini hendaklah diisi dengan betul dan lengkap.
- 1.2 Bayaran hendaklah dibuat di Jabatan Bendahari, USM iaitu sebanyak **RM25.00** bagi setiap kertas peperiksaan yang disemak semula.

- **Kampus Induk** : Unit Pengurusan Hasil & Kewangan Pelajar, Jabatan Bendahari, Tingkat Bawah, Bangunan H23, Kompleks Cahaya Siswa.
- **Kampus Kejuruteraan** : Seksyen Akaun Pelajar, Jabatan Bendahari
- **Kampus Kesihatan** : Jabatan Bendahari

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1.2.1 Pembayaran melalui ePayment (**Laman Sesawang <https://epayment.usm.my>**).

*** Pembayaran melalui CEK TIDAK DITERIMA.**

- 1.3 Borang permohonan bersama **SALINAN RESIT RASMI PEMBAYARAN/PENYATA ePAYMENT** hendaklah dihantar kepada :

- (a). **PELAJAR KAMPUS INDUK, KAMPUS KESIHATAN, PROGRAM PESIRIR, PROGRAM PENGAJIAN JARAK JAUH, PROGRAM USAHA SAMA AKADEMIK DAN PROGRAM PENGAJIAN SISWAZAH**

Ketua Penolong Pendaftar, Unit Peperiksaan dan Pengijazahan, Bahagian Pengurusan Akademik, Jabatan Pendaftar, Aras 5, Bangunan Canselori, 11800 USM, PULAU PINANG

- (b). **PELAJAR KAMPUS KEJURUTERAAN**

Ketua Penolong Pendaftar, Jabatan Pendaftar, Kampus Kejuruteraan, Universiti Sains Malaysia, Seri Ampangan, 14300 Nibong Tebal, PULAU PINANG.

2. BUTIRAN CALON

- 2.1 Nama Penuh : _____
- 2.2 **NOMBOR KAD PENGENALAN** : _____
- 2.3 **ANGKA GILIRAN** : _____
- 2.4 Alamat Surat Menyurat : _____

- 2.5 Program & Tahun Pengajian : _____
- 2.6 Nombor Telefon Bimbit : _____
- 2.7 Kertas peperiksaan yang disemak semula :-

BIL.	KOD & TAJUK KURSUS	GRED	SEMESTER

3. BAYARAN

3.1 Jumlah Bayaran = RM _____

(SILA KEPILKAN SALINAN RESIT/BUKTI PEMBAYARAN BERSAMA DENGAN BORANG INI)

4. TANDATANGAN CALON : _____ **TARIKH** : _____

EXAMINATION CIRCULAR 5/2019 (1 MARCH 2019)
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS
FIRST SEMESTER EXAMINATION,
ACADEMIC SESSION 2018/2019



EXAMINATION CIRCULAR 5/2019

APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS

**FIRST SEMESTER EXAMINATION,
ACADEMIC SESSION 2018/2019**

- **Postgraduate Programmes**
- **Undergraduate Programmes (*Full Time, Offshore Programmes, Academic Collaboration Programmes & Distance Learning Programmes*)**
- **Diploma in Nursing**

The regulations for examination results re-checking appeals process are as follows:-

1. Appeals for the re-checking of examination results for the First Semester Examination, Academic Session 2018/2019 can be submitted within the following period :-

4 MARCH 2019 to 3 APRIL 2019

APPEALS FOR THE RE-CHECKING OF EXAMINATION RESULTS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED BY THE UNIVERSITY.

2. Regulation of rechecking examination result is not equivalent to the reassessment of examination answer scripts. **Rechecking is only to ensure that all answers in the scripts have been graded and the calculation of marks awarded are correct.**

EXAMINATION CIRCULAR 5/2019 (1 MARCH 2019)
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS
FIRST SEMESTER EXAMINATION,
ACADEMIC SESSION 2018/2019

3. The process for the appeals of re-checking examination results can be initiated by filling in the “**APPLICATION FORM FOR APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS**” (English language version) **available online at pendaftar.usm.my OR bpa.usm.my OR** the printed forms are available from the service counter at the **Academic Management Division, Registry, Level 5, Chancellory, USM, Penang (Main Campus)**.
4. The following document must be attached with the completed application form :-
- (a). **A copy of ePayment slip**
A payment of RM25.00 (Twenty Five Malaysian Ringgit Only) for the re-checking of each examination paper is payable at <https://epayment.usm.my>.
- OR**
- (b). **A copy of the official receipt issued by the USM's Bursary**

The application form and receipt must be submitted to the respective departments :-

- (a). **FOR STUDENTS OF MAIN CAMPUS, HEALTH CAMPUS, OFFSHORE PROGRAMMES, DISTANCE EDUCATION PROGRAMMES, ACADEMIC COLLABORATION PROGRAMMES AND POSTGRADUATE PROGRAMMES**
- Principal Assintant Registrar, Examinations and Graduation Unit, Academic Management Division, Registry, Level 5, Chancellory Building, 11800 USM, Penang.
- (b). **FOR STUDENTS OF ENGINEERING CAMPUS**
- Principal Assistant Registrar, Registry, Engineering Campus, Universiti Sains Malaysia, 14300 Nibong Tebal, Penang.

PAYMENT VIA CHEQUES WILL NOT BE ACCEPTED

EXAMINATION CIRCULAR 5/2019 (1 MARCH 2019)
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS
FIRST SEMESTER EXAMINATION,
ACADEMIC SESSION 2018/2019

5. The Examinations and Graduation Unit will announce the outcome of the application as soon as confirmation for the re-checking of examination results is received from the respective school.

Thank you.

' BERKHIDMAT UNTUK NEGARA '
" Transforming Higher Education for a Sustainable Tomorrow "



(NOROSLINDA BINTI HUSSAIN)
Principal Assistant Registrar
Examinations and Graduation Unit
Academic Management Division

Reference No. : USM.(O) 25/1/xiii/c Jld.33

Date of Issue : 4 March 2019

Date of Expiry : 3 April 2019

**Examinations and Graduation Unit, Academic Management Division, Registry,
Universiti Sains Malaysia, Level 5, Chancellory Building, 11800 USM, PENANG.**

Tel. No. : 04 653 3479

Faks No. : 04 657 3409

E-Mail : nrlinda@usm.my

Web : bpa.usm.my & registry.usm.my

APPLICATION FORM FOR APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS

1. INSTRUCTION TO CANDIDATE

1.1 Articles 2 to 4 in this form must be properly and completely filled in.

1.2 Payment must be made, which is **RM25.00 for each examination paper reviewed** at Bursary, USM.

- **Main Campus** : Student Accounts & Revenue Management Section, Bursary, Ground Level, H23 Building, Cahaya Siswa Complex.
- **Engineering Campus** : Student Finance Section, Bursary
- **Health Campus** : Bursary

OR

1.2.1 Via ePayment (Website : <https://epayment.usm.my>)

*** Payment via cheques WILL BE NOT ACCEPTED.**

1.3 The application form with **A COPY OF PAYMENT RECEIPT/ePAYMENT SLIP** must be sent to :

(a). **FOR ALL STUDENTS OF MAIN CAMPUS, HEALTH CAMPUSE, OFF-SHORE PROGRAMMES, DISTANCE LEARNING PROGRAMMES, ACADEMIC COLLABORATION PROGRAMME AND POSTGRADUATE PROGRAMMES**

Principal Assistant Registrar, Examinations and Graduation Unit, Academic Management Division, Registry, Level 5, Chancellory Building, 11800 USM, PENANG.

(b). **FOR ALL STUDENTS OF ENGINEERING CAMPUS**

Principal Assistant Registrar, Registry, Engineering Campus, Universiti Sains Malaysia, Seri Empangan, 14300 Nibong Tebal, PENANG.

2. DETAILS OF CANDIDATE

- 2.1 Full Name : _____
- 2.2 **NRIC/PASSPORT NUMBER** : _____
- 2.3 **INDEX NUMBER** : _____
- 2.4 Address : _____

- 2.5 Programme & Year of Study : _____
- 2.6 Mobile Phone Number : _____

2.7 Course(s) to be re-checked :-

NO.	COURSE CODE & TITLE	GRADE	SEMESTER

3. PAYMENT

3.1 Amount of Payment = RM _____

(PLEASE ENCLOSE A COPY OF PAYMENT RECEIPT TOGETHER WITH THIS FORM)

4. CANDIDATE'S SIGNATURE : _____ **DATE** : _____