



الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
بُونِيْسِيْتِيْ اِسْلَامِيْ اِنْتَارَا بَحْسِيْا مَلِيْسِيَا

MANAGEMENT SERVICES DIVISION

APPLICATION FOR JOINT APPOINTMENT/PERMANENT TRANSFER/ TEMPORARY TRANSFER FOR ACADEMIC STAFF (WITHIN KULLIYYAH/CAMPUSES IN IIUM)

APPLICANT INFORMATION

Name & Staff No	
Age	
Job Title (Professor/ Assoc. Prof./ Asst. Prof./ Others)	
Current Academic Post (if any)	
Department	
Kulliyah	
Email Address	
Date of Appointment	
Job Status Permanent/Contract	
Contact No Mobile Phone	
Years with IIUM	

TYPE OF APPLICATION

JOINT APPOINTMENT	<input type="checkbox"/>
PERMANENT TRANSFER	<input type="checkbox"/>
TEMPORARY TRANSFER	<input type="checkbox"/>

JUTIFICATION FOR YOUR APPLICATION/REQUEST

Empty space for justification text.

RECOMMENDATION OF THE HEAD OF DEPARTMENT (EXISTING KULLIYYAH)

Recommended

Not Recommended

Reasons by the applicant are acceptable?

Yes

No

Justification:
.....
.....
.....
.....
.....

Recommended Effective Date: 1st day of Sem I/_____ 1st day of Sem II/_____
 1st day of Sem III/_____

(For Joint Appointment ONLY) % of Joint Responsibilities

Proposed % of responsibilities at existing Kulliyah: _____ Credit Hours _____

Other responsibilities (Please itemize):

Head of Department

Date

RECOMMENDATION FROM THE DEAN (EXISTING KULLIYYAH)

Recommended

Not Recommended

Justification:
.....
.....
.....

Recommended Effective Date: 1st day of Sem I/_____ 1st day of Sem II/_____
 1st day of Sem III/_____

(For Joint Appointment ONLY) % of Joint Responsibilities

Proposed % of responsibilities at existing Kulliyyah: _____ Credit Hours _____

Other responsibilities (Please itemize):

Signature and name of the recommending
Kulliyyah

Date

RECOMMENDATION FORM THE DEAN (KULLIYYAH ACCEPTING JOINT APPOINTMENT/TRANSFER)

Recommended

Not Recommended

Justification:
.....
.....

Recommended Effective Date: 1st day of Sem I/_____ 1st day of Sem II/_____
 1st day of Sem III/_____

(For Joint Appointment ONLY) % of Joint Responsibilities

Proposed % of allowable responsibilities at accepting Kulliyyah: _____ Credit Hours _____

Other responsibilities (Please itemize):

Signature and name of the recommending
Kulliyyah

Date

RECOMMENDATION OF EXECUTIVE DIRECTOR (MANAGEMENT SERVICES DIVISION)

Recommended

Not Recommended

Executive Director, MSD

Date

APPROVAL OF DEPUTY RECTOR (ACADEMIC & INTERNATIONALISATION)

Approved

Not Approved

Remarks:
.....
.....

Deputy Rector (Academic & Internationalisation)

Date

APPROVAL OF RECTOR

Approved

Not Approved

Rector

Date