



LEADING THE WAY  
KHALIFAH • AMANAH • IQRA' • RAHMATAN LIL-ĀLAMĪN

# RESEARCH LEAVE

## TIPS OF THE MONTH MANAGEMENT SERVICES DIVISION



الجامعة الإسلامية العالمية ماليزيا  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA  
يُونَيْتِي سَلَامٌ، أَنْتَارَا بَعْثًا مَلِيْسِيَا

*Garden of Knowledge and Virtue*

**LEADING THE WAY**

KHALĪFAH • AMĀNAH • IQRA' • RAḤMATAN LIL-ĀLAMĪN

## ELIGIBILITY

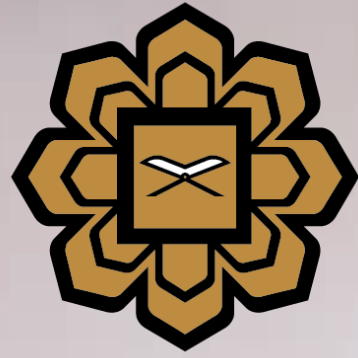
- Permanent and contract academic staff who have served the University more than one (1) year will be eligible to apply for relief from the teaching assignment to conduct research or to complete research projects subject to the approval of the Kulliyah's Dean.
- Permanent staff must be confirmed in service.



## ELIGIBILITY

- Academic staff who has been granted this facility will be only considered for the next eligibility (subject to the approval of the Kulliyah's Dean) as follows:

Duration of granted Research Leave per application	Next Eligibility for Future Research Leave
1 – 30 days	1 year after Research Leave
31 – 60 days	2 years after Research Leave
61 – 90 days	3 years after Research Leave



الجامعة الإسلامية العالمية ماليزيا  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA  
يُونَيْتِ بَرِيَّتِي اِسْلَامًا اِنْتَارَا اِبْحْسَابًا مَلِيْسِيَا

*Garden of Knowledge and Virtue*

**LEADING THE WAY**

KHALĪFAH • AMĀNAH • IQRA' • RAḤMATAN LIL-ĀLAMĪN

# RESEARCH PROPOSAL

- (a) For the purpose of writing text-books, book relevant to IIUM's Mission; or
- (b) For the purpose of writing research grant proposals together with International Counterparts; or
- (c) For the purpose of joint research activities (e.g. conducting experiments, discussion of research findings, and others) for specific research projects approved by the Kulliyyah's research committee; or
- (d) Leading to innovation, invention or discoveries which will promote the good name and reputation of IIUM.



الجامعة الإسلامية العالمية ماليزيا  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA  
يُونَيْبِرْسِيَّتِي اِسْلَامًا اِبْتَدَارًا اِيْخْسَابًا مَلِيْسِيَّتَا

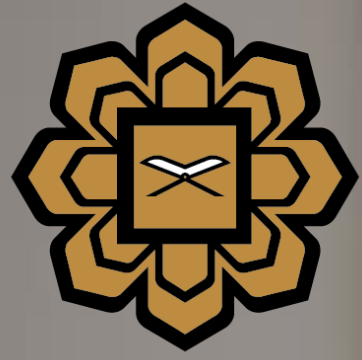
*Garden of Knowledge and Virtue*

**LEADING THE WAY**

KHALĪFAH • AMĀNAH • IQRA' • RAḤMATAN LIL-ĀLAMĪN

# DURATION OF RESEARCH LEAVE

**A maximum of three (3) months**



الجامعة الإسلامية العالمية ماليزيا  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA  
يُونَيْتِي سِيْتِي اِسْلَامِي، اِنْتَارَا اِيْجِيْسِيَا مَلِيْسِيَا  
*Garden of Knowledge and Virtue*

**LEADING THE WAY**

KHALĪFAH • AMĀNAH • IQRA' • RAḤMATAN LIL-ĀLAMĪN

## **SUBMISSION OF REPORT**

The academic staff who has been granted the relief should submit his complete research report detailing the research activities to the MSD through Kulliyyah for the record purposes one (1) month after the Research Leave.



الجامعة الإسلامية العالمية ماليزيا

INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

وَنَبْرَسِيَّتِي إِسْلَامًا، أَنْتَارَا بَعْثًا مَلِيَّتِيَا

Garden of Knowledge and Virtue

LEADING THE WAY

KHALĪFAH • AMĀNAH • IQRA' • RAḤMATAN LIL-ĀLAMĪN

FOR FURTHER INQUIRIES

Kindly download the form by click this link:

<https://www.iium.edu.my/division/MSD/downloadable-forms-3>

Academic Development Unit  
Human Resources Development  
Ext: 4982 / 3966 / 2416

Management Services Division



+603 6421 5556 (Gombak)  
+603 6421 1300 (Damansara)



msd@iium.edu.my



Management Services  
Division