

PEKELILING PEPERIKSAAN 20/2020 (25 SEPTEMBER 2020)
RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN
PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),
SIDANG AKADEMIK 2019/2020



PEKELILING PEPERIKSAAN 20/2020

RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN

**PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),
SIDANG AKADEMIK 2019/2020**

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

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

1. Tempoh permohonan rayuan penyemakan semula keputusan peperiksaan bagi Peperiksaan Kursus Semasa Cuti Panjang (KSCP), Sidang Akademik 2019/2020 adalah seperti berikut :-

25 SEPTEMBER 2020 to 23 OKTOBER 2020

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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PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),
SIDANG AKADEMIK 2019/2020

3. Permohonan rayuan penyemakan semula keputusan peperiksaan adalah dengan mengisi "**BORANG PERMOHONAN RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**" (versi Bahasa Malaysia) yang boleh dimuat turun/diperolehi daripada portal **CampusOnline** ATAU laman sesawang bpa.usm.my ATAU 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>.
 - ATAU**
 - (b) **Salinan resit rasmi pembayaran yang dikeluarkan oleh Jabatan Bendahari USM**

Borang permohonan dan salinan resit pembayaran hendaklah dihantar kepada:-

- (a) **PELAJAR KAMPUS INDUK, 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.
(E-mel: exam@usm.my)
- (b) **PELAJAR KAMPUS KEJURUTERAAN**
 - Penolong Pendaftar, Bahagian Pengurusan Akademik, Jabatan Pendaftar, Kampus Kejuruteraan, Universiti Sains Malaysia, 14300 Nibong Tebal, Pulau Pinang.
(E-mel: khairunisa@usm.my)
- (c) **PELAJAR KAMPUS KESIHATAN**
 - Penolong Pendaftar, Unit Pengurusan Akademik, Jabatan Pendaftar, Kampus Kesihatan, Universiti Sains Malaysia, 16150 Kubang Kerian, Kelantan.
(E-mel: srimas@usm.my)

PEMBAYARAN MELALUI CEK TIDAK DITERIMA

PEKELILING PEPERIKSAAN 20/2020 (25 SEPTEMBER 2020)
RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN
PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),
SIDANG AKADEMIK 2019/2020

5. 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'



(NOROSLINDA BINTI HUSSAIN)

Ketua Penolong Pendaftar
Unit Peperiksaan dan Pengijazahan
Bahagian Pengurusan Akademik

No. Rujukan : USM.(O) 25/1/xiii/c Jld.34

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

Laman Sesawang : bpa.usm.my & pendaftar.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, Bursary@USM, Bangunan D12

- **Kampus Kejuruteraan** : Seksyen Akaun Pelajar, Jabatan Bendahari

- **Kampus Kesihatan** : Seksyen Akaun Pelajar Jabatan Bendahari

ATAU

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, 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
(E-mel: exam@usm.my)

(b) **PELAJAR KAMPUS KEJURUTERAAN**

Penolong Pendaftar, Bahagian Pengurusan Akademik, Jabatan Pendaftar, Kampus Kejuruteraan, Universiti Sains Malaysia, Seri Ampangan, 14300 Nibong Tebal, PULAU PINANG
(E-mel: khairunisa@usm.my)

(c) **PELAJAR KAMPUS KESIHATAN**

Penolong Pendaftar, Unit Pengurusan Akademik, Jabatan Pendaftar, Kampus Kesihatan, Universiti Sains Malaysia, 16150 Kubang Kerian, KELANTAN
(E-mel: srimas@usm.my)

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 20/2020

APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS

KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION, ACADEMIC SESSION 2019/2020

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

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

1. Appeals for the re-checking of examination results for the Kursus Semasa Cuti Panjang (KSCP) Examination, Academic Session 2019/2020 can be submitted within the following period :-

25 SEPTEMBER 2020 to 23 OCTOBER 2020

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 were correct.**

EXAMINATION CIRCULAR 20/2020 (25 SEPTEMBER 2020)
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS
KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,
ACADEMIC SESSION 2019/2020

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) which can be downloaded/obtained from the **Campus Online** portal OR bpa.usm.my OR at the service counter of 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 sent to:

- (a) **FOR STUDENTS OF MAIN CAMPUS, OFFSHORE PROGRAMMES, DISTANCE EDUCATION PROGRAMMES, ACADEMIC COLLABORATION PROGRAMMES AND POSTGRADUATE PROGRAMMES**
- Principal Assistant Registrar, Examination and Graduation Unit, Academic Management Division, Registry, Level 5, Chancellory Building, 11800 USM, Penang.
(E-mail: exam@usm.my)
- (b) **FOR STUDENTS OF ENGINEERING CAMPUS**
- Assistant Registrar, Academic Management Division, Registry, Engineering Campus, Universiti Sains Malaysia, 14300 Nibong Tebal, Penang.
(E-mail: khairunisa@usm.my)
- (c) **FOR STUDENTS OF HEALTH CAMPUS**
- Assistant Registrar, Academic Management Unit, Registry, Health Campus, Universiti Sains Malaysia, 16150 Kubang Kerian, Kelantan
(E-mail: srimas@usm.my)

PAYMENT VIA CHEQUES WILL NOT BE ACCEPTED

EXAMINATION CIRCULAR 20/2020 (25 SEPTEMBER 2020)
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS
KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,
ACADEMIC SESSION 2019/2020

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

Thank you.

'BERKHIDMAT UNTUK NEGARA'



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

Reference No. : USM.(O) 25/1/xiii/c Jld.34

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

Tel. No. : 04 653 3479

Fax No. : 04 657 3409

E-Mail : nrlinda@usm.my

Websites : bpa.usm.my & pendaftar.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, D12 Building, Bursary@USM
 - **Engineering Campus** : Student Finance Section, Bursary
 - **Health Campus** : Student Finance Section, 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 STUDENTS OF MAIN CAMPUS, OFF-SHORE PROGRAMMES, DISTANCE EDUCATION PROGRAMMES, ACADEMIC COLLABORATION PROGRAMMES AND POSTGRADUATE PROGRAMMES**

Principal Assistant Registrar, Examination and Graduation Unit, Academic Management Division, Registry, Level 5, Chancellory Building, 11800 USM, PENANG
(E-mail: exam@usm.my)

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

Assistant Registrar, Academic Management Division, Registry, Engineering Campus, Universiti Sains Malaysia, Seri Ampangan, 14300 Nibong Tebal, PENANG
(E-mail: khairunisa@usm.my)

(c) **FOR STUDENTS OF HEALTH CAMPUS**

Assistant Registrar, Academic Management Unit, Registry, Health Campus, Universiti Sains Malaysia, 16150 Kubang Kerian, KELANTAN
(E-mail: srimas@usm.my)

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: _____