

JABATAN PENDAFTAR Aras Bawah, Bangunan Canselori Kem Sungai Besi, 57000 Kuala Lumpur Tel : +603 - 9051 3400 Faks : +603 - 9058 1536 Emel : pendaftar@upnm.edu.my



# CURRICULUM VITAE



| Name   |   | LT COLKUPUSAN     | MY GOPAL (R)                              |  |  |
|--|---|-------------------|---|--|--|
| Current Position       SENIOR LANGUAGE TEACHER         Faculty / Department       LANGUAGE CENTRE         NATIONAL DEFENCE UNIVERSITY OF MALAYSIA  |   |                   |   |  |  |
| Position /   | Applying for                                  |                   |   |  |  |
| <ul> <li>Pembaharuan Tempoh Kontrak dari 22 MAR 2021-22 SEPT.2021</li> <li>II. ACADEMIC AND PROFESSIONAL QUALIFICATIONS<br/>(Please list all academic qualifications, from your first degree, in chronological order)</li> </ul> |   |                   |   |  |  |
| Year   |   | Degree Discipline |   | University   |  |
| 4070   | B.A (HONS)                                    |                   |   |  |  |
| 1978   | D.A (HONS)                                    |                   | GEOG &P.INDIA                             | UNIVERSITY   |  |
| 1978<br>1978   | DIP. EDU                                      |                   | GEOG & HIST                               | UNIVERSITY<br>MALAYA   |  |
|  | · · · · ·                                     | -                 |   |  |  |
| 1978   | DIP. EDU                                      | -                 | GEOG & HIST                               | MALAYA   |  |
| 1978<br>1986   | DIP. EDU<br>DIP IN TESOI                      | -                 | GEOG & HIST<br>ENGLISH                    | MALAYA<br>RELC, SINGAPORE                                      |  |
| 1978<br>1986<br>1996   | DIP. EDU<br>DIP IN TESOI<br>DIP IN ALC        | -                 | GEOG & HIST<br>ENGLISH<br>ENGLISH         | MALAYA<br>RELC, SINGAPORE<br>DIELC,TEXAS<br>UKM                |  |
| 1978<br>1986<br>1996<br>1998   | DIP. EDU<br>DIP IN TESOI<br>DIP IN ALC<br>M.A | -                 | GEOG & HIST<br>ENGLISH<br>ENGLISH<br>TESL | MALAYA<br>RELC, SINGAPORE<br>DIELC,TEXAS<br>UKM<br>DIELC,TEXAS |  |

| II. TITLES OF POSTGRADUATE THESES WRITTEN (At MSc/PhD Level) |   |  |  |  |  |
|--|---|--|--|--|--|
| No.  | TITLES OF POSTGRADUATE THESES   |  |  |  |  |
| 1.   | Designing an English Languae Writing Course For the Army Officers of the Malaysian Armed Forces |  |  |  |  |
|  |   |  |  |  |  |

| Year      | Position                 | Organisation  | Start and End Date   |
|-----------|--------------------------|---|--|
| 1979      | English Language Teacher | Englight onguage  | CM Takaik Transport  |
| 1980-1983 | Education officer        | EnglishLanguage<br>Teaching   | SM Teknik ,Trengganu<br>Royal Military College                             |
| 1984-1985 | Education officer        | English Language  | RMAF. Labuan   |
|           |                          | Teaching  |  |
|           |                          | English Language  |  |
|           |                          | module City & Guild   |  |
|           |                          | certificate course  |  |
| 1987-1990 | Senior Education officer | English Language  | Armed Forces   |
|           |                          | Teaching  | Apprentice Trade   |
|           |                          |   | School. Port Dickson   |
| 1991-1995 | Senior Education Officer | English Language Teaching<br>Proficiency Courses for  | Army School Of<br>Training   |
|           |                          | Army Officers<br>Proficiecny courses for<br>SNC Officers  | PORT DICKSON   |
| 1995-1996 | Master's student at UKM  | English language<br>Proficiency courses for<br>Undergraduates 3rd year<br>Civil Engineering And   | UKM, Engineering<br>Faculty & Science<br>Faculty                           |
|           |                          | Biological Science  |  |
| 1996-2001 | Senior Education officer | Technical English for<br>Engineering Technicians<br>English Language<br>Proficiency courses for<br>Diploma Students of<br>Aeronautical<br>Engineering & Post<br>graduate students<br>English Language<br>Proficiency course | Institute of Aerospace<br>Technology, Alor<br>Setar & Air Force<br>College |
| 2002-2007 | Senior Education Officer | English Language<br>Proficiency Courses for<br>Army Officers<br>English Language<br>Proficiecny courses for<br>SNC Officers   | Army School Of<br>Training<br>PORT DICKSON                                 |
| 2008      | Senior Education Officer | SPM English Language<br>Course  | Royal Military college   |
|           |                          | Engliush for<br>Management(Engineering<br>Students)   | Kolej Tunku Abdul<br>Rahman(Part time<br>Lecturer)                         |

|        |                            | International Business<br>English North Trent<br>University programme                     | Olympia College PJ        |
|--------|----------------------------|---|---------------------------|
| 2009   | Guru Bahasa Inggeris       | Foundation English FLA  | UPNM (Semester 1)         |
|        |                            | 0232<br>English For Academic<br>Reading FLA 0222<br>Basic writing Skills FLA<br>0242      | UPNM (Semester 2)         |
| 2010 G | Guru Bahasa Inggeris       | Foundation English FLA<br>0613  | UPNM(Semester 1)          |
|        |                            | English For Oral<br>Communication LEL 1022<br>2nd year Engineering<br>Students            | UPNM <b>(Semester 2</b> ) |
| 2011   | Guru Bahasa Inggeris Kanan | Basic Speaking Skills<br>FLA 0643   | UPNM(Semester1)           |
|        |                            | English For Academic<br>Writing LEL 1012<br>Basic Writing skills FLA<br>0643              | UPNM( <b>Semester2)</b>   |
| 2012   |                            | Foundation English<br>FLA 0613<br>Basic Speaking skills<br>FLA 0643<br>Foundation English | UPNM(Semester1)           |
|        |                            | Foundation English<br>FEL 0513  | UPNM(Semester2)           |
| 2013   |                            | English For Academic<br>Reading FEL 0523  | UPNM(Semester1)           |
|        |                            | English for Academic<br>Reading FEL 0523  | UPNM( <b>Semester2)</b>   |
| 2014   |                            | Basic Oral communication<br>FEL 0533  | UPNM(Semester1)           |
|        |                            | Foundation English<br>FEL0513   | UPNM(Semester2)           |
| 2015   |                            | Foundation English<br>FEL0513   | UPNM(Semester1)           |
|        |                            | English for Academic<br>Reading FEL 0523  | UPNM(Semester2)           |
| 2016   |                            | Foundation English<br>FEL0513   | UPNM(Semester1)           |
|        |                            | English for Oral<br>Communication<br>LEL 1022   | UPNM(Semester2)           |

|      | Written and oral<br>communication for<br>academic purposes           | TLDM Lumut<br>Semester 1 |
|------|--|--------------------------|
|      | English for the Military<br>LEL 2123                                 | UPNM(Semester1)          |
|      | English for academic<br>writing<br>LEL 1012                          | UPNM( <b>Semester1)</b>  |
| 2017 | Written and Ora<br>communication fo<br>Academic Purpose<br>LEL 0042  |                          |
|      | Basic Communication<br>skills<br>LEL 0032                            | 2017/2018<br>h           |
| 2018 | Written and Ora<br>communication fo<br>Academic Purposes<br>LLE 2032 | 0040/0040                |
|      | Basic Communication<br>skills<br>LLE 2052                            | n<br>2018/2019           |
| 2019 | Basic Communication<br>skills<br>LLE 2052                            | 2019/2020                |
| 2019 | Academic Writing Skills<br>LLE 3012                                  | 2019/2020                |
| 2019 | Basic Commnication<br>Skills<br>LLE 2032                             | 2019/2020                |
| 2020 | Basic Commnication<br>Skills<br>LLE 2032                             | 2019/2020                |
| 2020 | Basic Commnication<br>Skills<br>LLE 2032                             | UPNM SEM 1<br>2020/2021  |
|      | Written and Spoken<br>English for Academic<br>Purposes<br>LLE 2022   | UPNM SEM 1<br>2020/2021  |

## **TEACHING AND SUPERVISION**

## 1.1 <u>Postgraduate Courses</u>

(Please list in chronological order and state: course title, semester and year)

| No. | Course Title                                  | Semester | Year        |
|-----|---|----------|-------------|
| 1.  | Staff College College Communication Programme | 1        | 2011        |
| 2   | Aviation English Course For Pilots            | 1        | 2013 / 2014 |

## 1.2 First Degree Courses

(Please list in chronological order and state: course title, semester and year)

| No. | Course Title                                     | Semester | Year        |
|-----|--|----------|-------------|
| 1.  | English For Academic Writing, Oral Communication | I and II | 2013        |
| 2.  | English for the Military LEL 2133                | 1        | 2016        |
| 3.  | Language & Identity, Sociolinguistics            | I and II | 2013 - 2018 |

# 1.3 Diploma Courses

(Please list in chronological order and state: course title, semester and year)

| No. | Course Title   | Semester | Year      |
|-----|--|----------|-----------|
| 1.  | Diploma in Business Administration LLE 2032/2052         | 1/11     | 2015-2018 |
| 2.  | Diploma in logistics Management LLE 2032/2052            | 1/11     | 2015-2018 |
| 3   | Diploma in Business Administration LLE 2032/2052         | 1/11     | 2018-2020 |
| 4   | Diploma in logistics Management LLE 2032/2052            | 1/11     | 2018-2020 |
| 5   | Diploma In Sports Science LLE 2022/2032                  | 1/11     | 2018-2020 |
| 6   | Degree 1TML2 & 1KJE 2 LLE 3012                           | I        | 2019/2020 |
| 7   | Diploma In Business Management LLE 2032                  | II       | 2019/2020 |
| 8   | Diploma in Logistics Management LLE 2032                 | II       | 2019/2020 |
| 9   | Diploma In Sports Science LLE 2022                       |          | 2020/2021 |
| 10  | Diploma In Sports Science LLE 2032(2 <sup>nd</sup> year) |          | 2020/2021 |

| 11 | Diploma In Business Management LLE 2022  |   | 2020/2021 |
|----|--|---|-----------|
| 12 | Diploma in Logistics Management LLE 2022 | 1 | 2020/2021 |

# 1.4 Pre-Degree Courses

(Please list in chronological order and state: course title, semester and year)

| No. | Course Title   | Semester | Year                                |
|-----|--|----------|-------------------------------------|
| 1.  | English Language 1 & 2 - KD PELANDOK (KDP)             | I and II | 2014 – 2019                         |
| 2.  | Technical Writing and Communication (KDP)              | I and II | 2014 – 2018                         |
| 3   | Basic Communication Skills(LLE 2032)                   | 1/11     | 2016-2020<br>2020/2021              |
| 4   | Oral & Written English for Academic Purposes( LLE2022) | 1/11     | 2016-2019<br>2019/2020<br>2020/2021 |
|     |  |          |                                     |

# 1.5 PhD Supervision

(Please list in chronological order)

| No. | Name of Student | Project Title | Date of<br>Registration | Role (Main / Co-<br>Supervision) | Status <ul> <li>Completed</li> <li>Submitted</li> <li>In Progress</li> </ul> | University |
|-----|-----------------|---------------|-------------------------|----------------------------------|--|------------|
|     |                 |               |                         |                                  |  |            |

## 1.6 PhD External/Internal Examination

(Please list in chronological order)

| No. | Name of Student | Project Title | External / Internal | Date of Viva | University |
|-----|-----------------|---------------|---------------------|--------------|------------|
|     |                 |               |                     |              |            |
|     |                 |               |                     |              |            |
|     |                 |               |                     |              |            |
|     |                 |               |                     |              |            |
|     |                 |               |                     |              |            |
|     |                 |               |                     |              |            |

# 1.7 MSc (by Research)

(Please list in chronological order)

| No. | Name of Student             | Project Title   | Date of<br>Registration | Role (Main / Co-<br>Supervision) | Status <ul> <li>Completed</li> <li>Submitted</li> <li>In Progress</li> </ul> | University |
|-----|-----------------------------|---|-------------------------|----------------------------------|--|------------|
| 1.  | Homa Moini                  | Significance of<br>Music as a<br>Prominent Factor<br>in Enhancing<br>English Language<br>Learning | 2012                    | 2 <sup>nd</sup> Supervisor       | Completed  |            |
| 2.  | Mohd Amzari Bin<br>Mat Rani | Listening<br>Strategies Amnog<br>UPNM Students:<br>An exploratory<br>Inquiry                      | 2018                    | 2 <sup>nd</sup> Supervisor       | In progress  |            |

## 1.8 MSc External/Internal Examination

(Please list in chronological order)

| No. | Name of Student | Project Title | External / Internal | Date of Viva | University |
|-----|-----------------|---------------|---------------------|--------------|------------|
|     | Nil             |               |                     |              |            |
|     |                 |               |                     |              |            |

# 1.9 Supervision (Postgraduate Research Project or Final Year Research Project)

(Please list in chronological order)

| No. | Name of Student           | Project Title   | Date of<br>Registration | Role (Main/Co-<br>Supervision) | Status <ul> <li>Completed</li> <li>Submitted</li> <li>In Progress</li> </ul> |
|-----|---------------------------|---|-------------------------|--------------------------------|--|
| 1.  | Maj Andy Quek<br>Chao Min | National Service in<br>Singapore. It's roles in<br>ensuring National<br>security                              | 2013                    | Main supervisor                | completed  |
| 2.  | Zulfaqqar Bin<br>Roslan   | The Relationship<br>between Health and<br>work Productivity<br>among workers in<br>Boustead Naval<br>shipyard | 2014                    | Main supervisor                | completed  |

| 3. | Mej ABD rahmanizan<br>Bin Rahman | The New Medium of<br>Communication and its<br>Effect on Malaysia's<br>Security  | 2014      | Main supervisor | completed                            |
|----|----------------------------------|---|-----------|-----------------|--------------------------------------|
| 4  | Nurshamimie Bte Saleh            | Influence of military culture<br>towards academic<br>achievement for civilian<br>students at UPNM   | 2016/2017 | Main supervisor | completed                            |
| 5  | Nor Amira Bte Azmi               | Factors affecting students'<br>academic performance in<br>learning military subjects at<br>UPNM   | 2016/2017 | Main supervisor | completed                            |
| 6  | Nurul Syuhadah Binti<br>Azahasah | Playing video games and its<br>effects on academic<br>performances of<br>undergraduates at NDUM.  | 2017/2018 | Main supervisor | completed                            |
| 7  | Ain Natrah Binti Mohd<br>Farid   | The influence of the<br>behaviors and attitudes of<br>the instructors on academic<br>achievement of second year<br>and third year students at<br>NDUM | 2017/2018 | Main supervisor | completed                            |
| 8. | Sujistrathra nair                | A comparative study of<br>traditional confinement<br>method which have been<br>practised between mala and<br>indian mothers                           | 2018      | Main supervisor | Completed<br>In 2019                 |
| 9  | Lavaniya AP Raman                | Influence of socioeconomic<br>factors Among tamil School<br>students in Enhancing their<br>poficiencyin english langage                               | 2019      | Main supervisor | Completed in 2020                    |
| 10 | Pojaa Deevi a/p<br>Kumaravel     | Third year B Soc Sc students<br>at the national Defence<br>University of Malaysia on<br>perspective of early<br>marriage.                             | 2020/2021 | Main supervisor | In progress<br>Completion<br>in 2021 |

# 2.0 RESEARCH, PUBLICATION AND PRESENTATION

# 2.1 Research Projects

(Please list in chronological order and state: title, list of researchers, grant/year, source/amount and status)

| No. | Title  | List of Researchers<br>• Principal<br>• Members   | Grant<br>Year | Source<br>Amount | Status <ul> <li>Completed</li> <li>In Progress</li> </ul> |
|-----|--|---|---------------|------------------|---|
|     |  |   |               |                  |   |
| 2.  | Student Problem in<br>Preparing for MUET-A-Case<br>Study on Foundation 2012<br>UPNM Students   | Lt Col Kupusamy a/l<br>Gopal (R)<br>Lt Col Assoc. Prof. Dr.<br>Surjeet singh a/l<br>Peara Singh (R)                             | 2014          | RM 6,000.00      | Completed   |
| 3.  | Pembinaan Kerangka<br>Tatabahasa dan Leksikal<br>bahasa Asli Melayu sebagai<br>Komunikasi sulit ' The<br>Grammatical and Lexical<br>Framework of Malay Tribal<br>Language as means of<br>Encryted Communication' | Wan Ikhlas bin Wan<br>Mohtar<br>Lt Col Assoc. Prof. Dr.<br>Surjeet singh a/l<br>Peara Singh (R)<br>Lt Col Kupusamy<br>Gopal (R) | 2015          | RM75,000.00      | In Progress   |
| 4.  | Case study –Based<br>Learning, content and<br>language intergrated<br>learning: A multi Perspective<br>approach for developing<br>language competences and<br>cultural Intelligence of<br>officers in the MAF    | member  | 2018-<br>2020 | RM 5000.00       | In progresss  |

# 2.2 Publications

# 2.2.1 Academic Journal

(Please list in chronological order and state: authors, year, title, publisher/journal, volume and number of pages (Please bold your name)

| No. | Authors, year, title, publisher/journal, volume and number of pages<br>(Please bold your name)  | Type of Journal<br>ISI<br>SCOPUS<br>Peer-Reviewed |
|-----|---|---|
| 1   | Teaching and learning in Military context: issues and challenges . (stg).<br>October 2010. Jowati Juhari. Kuala Lumpur:Bab dalam buku: thr importance of<br>military background for English language teachers at the NDUM sbn 978-967-<br>5985-09-6                 | Penerbit UPNM                                     |
| 2   | Languages,Literature and technology. December 2011. Jowati Juhary. Kuala<br>Lumpur. Bab dalam buku: bertulis bersama Dr Surjeet isbn978-967-5985-22-5.<br>The importance of military cultural education as a necessary part of leadership<br>development in the MAF | Penerbit UPNM                                     |
| 3   | Ditulis bersama Belinda: 2013 The construction of family in selected Disney<br>Animated Films: International Journal of Humanities and Social Sciences, Vol<br>3No 11,2013  |   |
| 4.  | Ditulis bersama Dr Surjeet Singh 2014: Integrating Cultural Capability through foreign Language learning Among armed Forces Officers: majlis Dekan Bahasa IPTA 2014   |   |
| 5   | Ditulis bersama Dr Surjeet Singh. Military Cultural Education and Leadership<br>Development in the MAF and NDUM: Current Trends, issues and challenges<br>of education and Langauge Studies. ISBN: 978-967-5985-68-3  | Penerbit UPNM<br>2018                             |
| 6   | Ditulis bersama Sujistrathra nair A comparative study of traditional confinement method which have been practised between mala and indian mothers   | Penerbit UPNM<br>2019                             |

# 2.2.2 Book / Chapter in Book:

(Please list in chronological order and state: authors, year, title, publisher, volume and number of pages (Please bold your name)

| No. | Authors, year, title, publisher, volume and number of pages (Please bold your name)   | Level <ul> <li>International</li> <li>National</li> <li>University</li> </ul> |
|-----|---|---|
| 1.  | Surjeet Singh & Kupusamy, 2009. <i>Basic Writing Skills.</i> Kuala Lumpur: Penerbit Universiti UPNM   | University  |
| 2.  | Kupusamy a/l Gopal & Surjeet Singh, 2013, The Importance of Military<br>Cultural Education as a Necessary Part of Leadership Development in<br>the MAF.<br>Penerbitan Universiti Pertahanan Nasional Malaysia | University  |

# 2.2.3 Proceeding Articles :

(Please list in chronological order and state: authors, year, title, publisher/conference, volume and number of pages (Please bold your name)

| No. | Authors, year, title, publisher/conference, volume and number of pages<br>(Please bold your name) | Level<br>International<br>National<br>University |
|-----|---|--|
|-----|---|--|

# 2.3 Presentation:

(Please list in chronological order)

| No. | Event  | Title of Paper<br>Presented  | Role<br>(Keynote Speaker /<br>Invited Speaker /<br>Presenter) | Date     | Organizer     |
|-----|--|--|---|----------|---------------|
| 1   | Training Command<br>seminar Corrus<br>paradise Port<br>Dickson | The role of<br>English language<br>in the Malaysian<br>Army  | Presenter   | Aug 2002 | MAF           |
| 2   | International level<br>AlorStar                                | The impact of<br>motivation on<br>different<br>progressive<br>achievement in<br>the French<br>language Course;<br>NDUM<br>experience | presenter   | 2011     | uum           |
| 3   | International level<br>UMK Kota Baru                           | Cultural<br>differences in<br>motivation in<br>English<br>Language<br>Learning: a case<br>study of first year<br>students at<br>NDUM | presenter   | 2014     | Umk kota baru |
| 4   | International level<br>HOTEL bANGI                             | With Lt Col Enock<br>Case study<br>strategies on<br>context and<br>language<br>integrated  | Joint presenter   | 2017     | USIM          |

| learning in the<br>military context:<br>Students and<br>language |  |
|--|--|
| teachers   |  |
| perception.  |  |

# 3.0 ACADEMIC RECOGNITION AND LEADERSHIP, CONSULTANCY, SERVICE TO THE UNIVERSITY AND SERVICE TO THE COMMUNITY

#### 3.1 Academic Recognition and Leadership

Academic recognition and leadership such as Academic Award, Academic Assessor/ /Promotion Assessor (External), Visiting Professor/Fellowship, Editorial Board and other academic recognition.

| No. | Academic Recognition             | Year       | Level         | Awarding Body / Name of Institution |
|-----|----------------------------------|------------|---------------|-------------------------------------|
| 1.  | Qualified ADFELPS Rater<br>(QAR) | 2002       | International | Australian Defence Force (ADF)      |
| 2.  | Qualified MUET examiner          | Since2009  | National      | Majlis Peperksaan Malaysia          |
| 3.  | Rapporteur                       | 2014, 2016 | International | DSA Cyber Security Conference       |

## 3.2 Consultancy work that benefited to the University.

(Please list in chronological order and state: title, year, sponsor, value and duration of consultancy)

| No. | Title                       | Year    | Sponsor | Value            | Duration |
|-----|-----------------------------|---------|---------|------------------|----------|
| 1.  | Diploma in Aviation English | 2013/14 | RMAF    | Percentage basis | On off   |

#### 3.3 Service to the University

Service to the university such as Vice Chancellor/Deputy Vice Chancellor/Dean/Director, Deputy Dean/Deputy Director/Unit Coordinator/Hostel Warden, Programme Chairperson/ Assistant Warden/Fellow. Representing University in Sports and Other Non-Academic Activities. Professional/Academic Association (Committee Member).

(Please list in chronological order and state: position/membership and duration)

| No. | Position/Membership   | Duration       |  |
|-----|---|----------------|--|
| 1.  | Head of Department  | 2010 - 2012    |  |
| 2.  | Head of Department  | 2014 - 2016    |  |
| 3.  | Interviewing Panel for Medical students   | 2014 - 2016    |  |
| 4.  | Coordinator for French Language Course for MAF officers                                 | Since 2009     |  |
| 5   | ADEFELPS Tester for English (MAF)   | 2000-2018      |  |
| 6.  | MUET Examiner   | 2009-2019      |  |
| 7.  | Curriculum Committee Member for Pusat Bahasa  | 2009           |  |
| 8.  | MUET workshop for FPPP Diploma Students   | Mar 2-7 2018   |  |
| 9   | Coordinator for English language Course for TLDM students, LUMUT                        | Since 2013     |  |
| 10. | The Sovereign Commissioning Parade for Cadets – Liaison Officer<br>for Defence Attaches | 2007 - 2012    |  |
| 11  | MUET Workshop untuk Kursus Sports Science   | 6Jan-9Jan 2020 |  |
| No. | Position/Membership   | Duration       |  |
| 11  | Malaysian English Language Teacher's Association  | Since2010      |  |

## 3.4 Service to the community

(Please list in chronological order)

| No. | Organization        | Role            | Start Date | End Date | Level         |
|-----|---------------------|-----------------|------------|----------|---------------|
| 1.  | UPNM Hindu          | Advisor/        | 2010       |          | UPNM          |
|     | students            | counselor       |            |          |               |
| 2   | DITC                | ADFELPS         | 2000       | 2017     | International |
|     |                     | Qualified Rater |            |          |               |
| 3   | Simpang Lima        | Tuition         | 2018       |          | SPM/STPM      |
|     | Tamil School, Klang | Teacher relief  |            |          |               |
|     | Selango             | for SPM/MUET    |            |          |               |

I declare that all the information in this form is true and correct. The University has the right to withdraw or reject the application if any information in this form found to be untrue.

| Signature          | : |
|--------------------|---|
| Name               | : |
| Faculty/Department | : |
| Date               | : |

I verify that, to the best of my knowledge, all the information provided in the forms are true.

:

Dean Signature and Stamp :

Date