

PEKELILING PEPERIKSAAN 6/203 (6 OKTOBER 2021)  
**RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**  
PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),  
SIDANG AKADEMIK 2020/2021



**PEKELILING PEPERIKSAAN 6/203**

**RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**  
**PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),**  
**SIDANG AKADEMIK 2020/2021**

- **Program Pengajian Ijazah Tinggi**
- **Program Pengajian Ijazah Pertama (*Penuh Masa, Jarak Jauh, & Program Pesisir*)**
- **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 2020/2021 adalah seperti berikut :-

**7 OKTOBER 2021 hingga 21 OKTOBER 2021**

**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.**

**RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**  
PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),  
SIDANG AKADEMIK 2020/2021

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 laman sesawang [bpa.usm.my](http://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 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](mailto:exam@usm.my))
- (b) **PELAJAR KAMPUS KEJURUTERAAN**
  - Penolong Pendaftar Kanan, Jabatan Pendaftar, Kampus Kejuruteraan, Universiti Sains Malaysia, 14300 Nibong Tebal, Pulau Pinang.  
(E-mel: [snorasmah@usm.my](mailto:snorasmah@usm.my))
- (c) **PELAJAR KAMPUS KESIHATAN**
  - Penolong Pendaftar Kanan, Jabatan Pendaftar, Kampus Kesihatan, Universiti Sains Malaysia, 16150 Kubang Kerian, KELANTAN  
(E-mel: [srimas@usm.my](mailto:srimas@usm.my))

**PEMBAYARAN MELALUI CEK TIDAK DITERIMA**

PEKELILING PEPERIKSAAN 6/203 (6 OKTOBER 2021)  
**RAYUAN PENYEMAKAN SEMULA KEPUTUSAN PEPERIKSAAN**  
PEPERIKSAAN KURSUS SEMASA CUTI PANJANG (KSCP),  
SIDANG AKADEMIK 2020/2021

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.

**“WAWASAN KEMAKMURAN BERSAMA 2030”**

**“BERKHIDMAT UNTUK NEGARA”**

Saya yang menjalankan amanah,



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

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

Tarikh Keluar : 6 Oktober 2021

Tarikh Luput : 21 Oktober 2021

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](mailto:nrlinda@usm.my)

Laman Sesawang : [bpa.usm.my](http://bpa.usm.my) & [pendaftar.usm.my](http://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](mailto:exam@usm.my))

(b) **PELAJAR KAMPUS KEJURUTERAAN**

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

(c) **PELAJAR KAMPUS KESIHATAN**

Penolong Pendaftar Kanan, Unit Pengurusan Akademik, Jabatan Pendaftar, Kampus Kesihatan, Universiti Sains Malaysia, 16150 Kubang Kerian, KELANTAN  
(E-mel: [srimas@usm.my](mailto: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 6/203 (6 OCTOBER 2021)  
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS  
KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,  
ACADEMIC SESSION 2020/2021



**EXAMINATION CIRCULAR 6/203**

**APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS**  
**KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,**  
**ACADEMIC SESSION 2020/2021**

- **Postgraduate Programmes**
- **Undergraduate Programmes (*Full Time, Distance Education, Offshore 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 2020/2021 can be submitted within the following period :-

**7 OCTOBER 2021 to 21 OCTOBER 2021**

**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 6/203 (6 OCTOBER 2021)  
**APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS**  
KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,  
ACADEMIC SESSION 2020/2021

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 website at [bpa.usm.my](http://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 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](mailto:exam@usm.my))
- (b) **FOR STUDENTS OF ENGINEERING CAMPUS**
  - Senior Assistant Registrar, Academic Management Division, Registry, Engineering Campus, Universiti Sains Malaysia, 14300 Nibong Tebal, Penang.  
(E-mail: [srnorasmah@usm.my](mailto:srnorasmah@usm.my))
- (c) **FOR STUDENTS OF HEALTH CAMPUS**
  - Senior Assistant Registrar, Academic Management Unit, Registry, Health Campus, Universiti Sains Malaysia, 16150 Kubang Kerian, Kelantan  
(E-mail: [srimas@usm.my](mailto:srimas@usm.my))

**PAYMENT VIA CHEQUES WILL NOT BE ACCEPTED**

EXAMINATION CIRCULAR 6/203 (6 OCTOBER 2021)  
APPEAL FOR RE-CHECKING OF EXAMINATION RESULTS  
KURSUS SEMASA CUTI PANJANG (KSCP) EXAMINATION,  
ACADEMIC SESSION 2020/2021

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.



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

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

Date of Issue : 6 October 2021

Date of Expiry : 21 October 2021

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

Web : bpa.usm.my & pendaftar.usm.my





Examination and Graduation Unit, Academic Management Division, Registry

**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](mailto:exam@usm.my))

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

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

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

Senior Assistant Registrar, Academic Management Unit, Registry, Health Campus, Universiti Sains Malaysia, 16150 Kubang Kerian, KELANTAN  
(E-mail: [srimas@usm.my](mailto: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:** \_\_\_\_\_