

# MASTER'S DEGREE

## Graduation Steps



### Dear Master Students

You are almost approaching the end of your degree, well done!  
We wish you all successful completion of the program.

We would like to brief you about the requirements/procedures/benefits you are entitled to as a Master graduate, so you prepare yourself:



1

After you receive your last official transcripts (2021-2022) and letter of award, apply for Graduation Statement on KSIMS, it should take up to two weeks to finish

<https://youtu.be/FJOCEU5U3Po>

The advisor will then update your status on the system to complete

2

3

Once your graduation statement is ready, you will be entitled to a one way ticket

The last date you are entitled to a salary would be the date you end the program, as per your offer.

4

5

If you are unable to finish the requirements on time, kindly request an extension from MOHE through your advisor.

Reset extension must be approved by MOHE.

6

7

Upon receiving your extension approval from MOHE, your salary will resume until the last day of your extension.

**Final note:** Masters graduates are not entitled to two months allowance upon graduation.