

General Guide for Arranging Interview Documents for Candidates of Education Service Officers



1. RECENT PHOTO

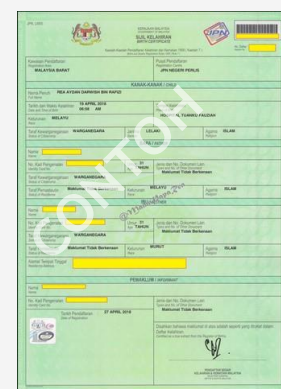
Recent passport-sized photo (50mm x 35mm) with a blue background.



2. IDENTITY CARD



4. MALAYSIAN CERTIFICATE OF EDUCATION (SPM)/ MALAYSIAN VOCATIONAL EDUCATION CERTIFICATE/MALAYSIAN VOCATIONAL CERTIFICATE



2. BIRTH CERTIFICATE / BIRTH REGISTRATION CERTIFICATE/ ADOPTION CERTIFICATE

5. EDUCATION DIPLOMA

Include the full academic transcript.



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*Contoh institusi yang menawarkan Diploma Pendidikan/ Ijazah Sarjana Muda Pendidikan

6.1 BACHELOR'S DEGREE

6.2 BACHELOR'S DEGREE IN EDUCATION

Include the full academic transcript.

7. MASTER'S DEGREE

Only the Master's Degree in Technical and Vocational Education from UTHM is accepted as an educational qualification.



9. MUET CERTIFICATE / OR CEFR EQUIVALENT

Mandatory for candidates opting for English Language.



8. SENATE LETTER

The senate letter and final academic transcript from the university/higher institution indicating graduation status (if the convocation has not yet been held).



10. QUALIFICATION RECOGNITION

For overseas graduates, a Qualification Recognition Confirmation Letter is required.



11. CO-CURRICULAR ACTIVITIES CERTIFICATE



13. DISABILITY CERTIFICATION DOCUMENTS (PWD)

If applicable.



12. CURRENT PUBLIC SERVICE CANDIDATES

-Study leave approval letter (if applicable)
-Special Interview Report (download the form at www.spp.gov.my).

-The Special Interview Report should be placed in an A4-sized envelope and sealed.



14. TEACHING RECORD BOOK / DAILY TEACHING RECORD

Subject to changes over time. Refer to the latest information based on interview announcements.