- 1. Student approaches his/her former or current URECA supervisor to express interest to do FYP-URECA under his/her supervision.
- 2. URECA supervisor uploads the FYP-URECA project proposal in the URECA system through Staff Intranet.
- 3. Co-supervisor reviews and acknowledges the proposal through Staff Intranet, only if the FYP-URECA project has a co-supervisor.
- 4. Student reviews and confirms the FYP-URECA project proposal through Student Intranet.
- 5. FYP school coordinator acknowledges the FYP-URECA project proposal in the URECA system through Staff Intranet. This is to ensure that the same FYP-URECA is registered with the school FYP course registration.
- 6. URECA supervisor submits the proposal to FYP proposal system. Please select FYP-URECA as the special project type and the name of student recommended.
- 7. FYP school coordinator approves the project and the project is allocated to the student.

