



## APPLICATION TO PAY MAINTENANCE FEE

**Centre for Graduate Studies**  
UNIVERSITI MALAYSIA SARAWAK

Applications from students to pay Maintenance Fee must be supported by the supervisor who has concluded that the students have finished all their lab analyses or field works and only need the time to complete their report or write-up. All application should be made within 1 month before the end or 1 month after the start of the intended session. Upon approval, Maintenance Fee at RM150/semester (excluding intersession) must be paid until the student graduates. Only students who have exceeded their study duration are allowed to apply.

Name and ID of Candidate					
Degree	Master*		PhD*		Programme
Title of Thesis					
Department / Institute					
Faculty					

*\*Please tick (✓) accordingly*

I hereby would like to inform this Centre that I have completed my entire field and lab works for this project. I would like to apply to pay the Maintenance Fee for the semester as shown below:

Semester and Session		Date
Signature of the Candidate		

I hereby approve that this candidate has finished the entire field and lab works pertaining to this project, and thereby support the application to pay only the Maintenance Fee for the Session as indicated.

Approved by the Project Supervisor		Date
Official Stamp and Signature		

Approved by the Faculty Graduate Committee		Date
Official Stamp and Signature		

Approved by the Dean Centre for Graduate Studies		Date
Official Stamp and Signature		