



Arahan kepada pelajar:

1. Pastikan borang ini telah dilengkapkan sepenuhnya sebelum diserahkan kepada Institut Pengajian Siswazah. Borang yang tidak lengkap tidak akan diproses.
2. Surat Pengesahan Pelajar akan dikeluarkan dalam tempoh 3 hari bekerja selepas borang permohonan diterima.
3. Surat Pengesahan Tamat akan dikeluarkan dalam tempoh 14 hari selepas Mesyuarat Senat Universiti diadakan.

Instructions to candidate:

1. Ensure that the information needed in the form is complete prior to submitting it to the IGS Office. Incomplete form will not be processed.
2. Student Confirmation Letter will be issued within 3 working days after the application form is received.
3. Completion Confirmation Letter will be issued within 14 days after the date of the Senate Meeting.

BAHAGIAN I (Diisi oleh pelajar dengan menggunakan HURUF BESAR)

SECTION I (To be filled by student in CAPITAL LETTERS)

Nama: Name																													
No. Kad Pelajar: Student ID No																													
No. K.P Baru: I.C No/Passport No.																													
Warganegara: Citizenship																													
Fakulti Faculty																													
Kod Program: Programme Code					Semester: Semester			Jantina: Gender	Lelaki Male	<input type="checkbox"/>	Perempuan Female	<input type="checkbox"/>																	
Alamat Surat-Menyurat: Mailing Address																									Poskod: Postcode				
No. Tel: Tel.No									No. Tel. Bimbit: Mobile Phone No.																				
E-mel: E-mail																													

.....
Tandatangan Pelajar
Student's Signature

.....
Tarikh
Date

Jenis Pengesahan. Sila tandakan (✓)

Types of Confirmation Letter (Please Tick (✓))

- Pengesahan Pelajar**
Student's Status
- Pengesahan Tamat**
Completion of Studies
- Lain-lain (Sila nyatakan)**

Cara Tuntutan. Sila tandakan (✓)

Mode of delivery (Please Tick (✓))

- Ambil Sendiri**
By Hand
- Pos**
By Post
- Faks**
By Fax
- By Emel**
By E-mail

No Faks :

BAHAGIAN II (Pejabat IPSIs)

SECTION II (IGS Office)

Tarikh Terima :

Date received

Tandatangan Pegawai :

Officer in-charge