



COLLECTION & RETURNING OF ACADEMIC ROBE / COLLECTION OF ACADEMIC CERTIFICATE FORM

APPLICANT PARTICULARS

Name

Student ID

Telephone No.

Programme : _____

STUDENT	STUDENT FINANCE UNIT
Signature	Signature & Verification
Date:	Date:

RECORDS & CONVOCATION UNIT											
<p>Collection of Academic Robe Please tick (v) where applicable</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; text-align: center; width: 33%;">XS</td> <td style="border: 1px solid black; text-align: center; width: 33%;">L</td> <td style="border: 1px solid black; text-align: center; width: 33%;">3XL</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">S</td> <td style="border: 1px solid black; text-align: center;">XL</td> <td style="border: 1px solid black; text-align: center;">4XL</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">M</td> <td style="border: 1px solid black; text-align: center;">2XL</td> <td style="border: 1px solid black; text-align: center;">5XL</td> </tr> </table> <p>Hood <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Mortar Board / Bonnet <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Car Sticker <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Invitation Card <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Signature & Verification</p> <p>Date:</p>	XS	L	3XL	S	XL	4XL	M	2XL	5XL	<p>Returning of Academic Robe Please tick (v) where applicable</p> <p>Status: Good <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Damaged</p> <p>i) Academic Robe <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>ii) Hood <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>iii) Mortar Board / Bonnet <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Signature & Verification</p> <p>Date:</p>	<p>Collection of Academic Certificate Please tick (v) where applicable</p> <p>Doctorate <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Master <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Bachelor Degree <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Diploma <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Foundation <table border="1" style="display: inline-table; width: 20px; height: 20px; vertical-align: middle;"></table></p> <p>Signature & Verification</p> <p>Date:</p>
XS	L	3XL									
S	XL	4XL									
M	2XL	5XL									

PURCHASE / LOST / DAMAGED (RM)		LATE RETURNING OF ACADEMIC ROBE		
Academic Robe	Doctorate	1500.00	Hood	150.00
	Master	600.00	Sash	150.00
	Bachelor Degree	500.00	Mortar Board	100.00
	Diploma	500.00	Bonnet	120.00
	Foundation	500.00		
Penalty for late returning of academic robe will be imposed starting from 14/11/2016 (Monday) at the rate of RM10.00 for each day after the deadline.				

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