UTM UNIVERSITI TEKNOLOGI MALAYSIA	**ACADEMIC MANAGEMENT DIVISION** **OFFICE OF THE DEPUTY VICE-CHANCELLOR** **(ACADEMIC & INTERNATIONAL)** **PERMOHONAN PENGECUALIAN YURAN PENGAJIAN** **(PELAJAR KERJA KURSUS & PENYELIDIKAN)** *APPLICATION FOR EXEMPTION OF TUITION FEES* *(MIXED MODE STUDENT)*	Form No. **: AMD/PG/02** Edition **: 1** Effective Date **: 1/1/2015** Page (s) **: 1**

Diisikan Oleh Pelajar *(To be completed by Student)*

Terms and conditions

1. This application is applicable for **Mainstream Programme** only
2. Please submit this application **before week 8** of the semester
3. Senior students who registered their study programmes by Research or Taught Course & Research are eligible for :
   a. **50% reduction of the Tuition Fee** only if they fulfil the following conditions:
      i. Registered beyond the Prescribed/Normal Duration (Semester) of their study programmes;
      ii. Had registered the thesis/dissertation subject in the Previous Semester and obtained Good Pass (KB);
      iii. Obtained written verification by the faculty/supervisor that the students have completed their experimental work for their thesis/dissertation.
   b. **Tuition Fee exemption** only if they fulfil the following conditions:
      i. Registered beyond the Prescribed/Normal Duration (Semester) of their study programmes;
      ii. Had registered the thesis/dissertation subject in the Previous Semester and obtained Good Pass (KB);
      iii. Submit their thesis/dissertation for examination before the first day of the 9th week of the semester.
      iv. Please enclose a copy of the thesis submission form (3 copies).
4. Please enclose registration course slip for current semester (3 copies).

Nama Penuh : ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
Full Name

No MyKad /ISID No. : ☐☐☐☐☐☐☐☐☐☐☐☐☐☐
MyKad No./ISID No.

No Matrik : ☐☐☐☐☐☐☐☐☐ contoh/e.g : PA091642
Matric No.

Fakulti : _____ Bentuk Pendaftaran : Sepenuh Masa / Separuh Masa
Faculty *Mode of Registration* *Full Time / Part Time*

Program Pengajian : ☐☐☐☐☐☐☐☐ contoh/e.g : MBJA1CBQ
Programme of Study

Nama Program/*Name of programme* : _____

Semester pengajian yang dipohon pengecualian: (Permohonan hanya akan dipertimbangkan selepas pelajar **menyelesaikan semester minimum/lazim**. [(Semester from which exemption is sought: (*Exemption cannot be considered unless the **minimum/prescribed semester requirements have been completed***)].

Semester: _____ Bilangan Semester (*No. of Semesters*) : _____ /_____

Kod Disertasi yang didaftarkan (Sila sertakan salinan Slip Pendaftaran Kursus)
Dissertation code have been registered (Please attach a copy of Course Registration Slip)

Bil *No*	***Kod*** *Code*	***Nama Kursus*** *Name of Course*	***Kredit*** *Credit*

Sokongan oleh Penyelia/ *Supervisor's Recommendation*

_____

_____

Nama Penyelia: _____
Supervisor' Name

Tandatangan & Cop : _____
Signature & Stamp

Tarikh : _____
Date

Saya bersetuju dengan terma dan syarat yang ditetapkan.
I agree with Terms and Condition

Tandatangan Pelajar: _____
Student's Signature

Tarikh : _____
Date

Kegunaan Bahagian Pengurusan Akademik (For Academic Management Division)

Senarai Semak/ Checklist :

1. Program Perdana/F.Track : ☐ Ya/*Yes* ☐ Tidak/*No*
   Mainstream Programme
2. Bil. Semester : _____ /_____
   No. Of Semester
3. Penajaan : ☐ Ya/*Yes* _____ ☐ Tiada/*No*
   Sponsorship
4. Kedudukan Baik (KB) pada semester lepas : ☐ Ya/*Yes* ☐ Tidak/*No*
   Obtained Good Pass (KB) for previous semester

Diluluskan : ☐ Tidak Diluluskan : ☐
Approved *Not Approved*

Sesi Semester : _____
Semester Session

Jumlah Diluluskan : ☐ 50 % (tuition fees only) ☐ 100 % (tuition fees only)
Amount Approved

Ulasan/ *Remarks* :

_____

_____

Tandatangan & Cop : _____
Signature & Stamp

Tarikh : _____
Date

(1st copy – AMD Office, 2nd copy – Bursar Office, 3rd copy – Student)