UTM
UNIVERSITI TEKNOLOGI MALAYSIA

APPLICATION FOR CREDIT TRANSFER/CREDIT EXEMPTION
PLEASE READ CAREFULLY AND REFER TO THE GUIDELINES
Complete all details and supply all supporting documentation.

UTM.E/3.8
(Amendment 1/08)

SECTION A : TO BE COMPLETED BY STUDENT

Application for (please tick ✓ the appropriate box) :   Credit Transfer (CT) ☐   Exemption (CE) ☐

Student's Name   : _____
(In BLOCK letters and as stated in Identity Card/Passport)

IC No./Passport/ISID : ☐☐☐☐☐☐☐☐☐☐☐☐   MatricCardNo : ☐☐☐☐☐☐☐☐

Session/Semester   : ☐☐☐☐☐☐☐☐☐   Year/Programme: ☐☐☐☐

Total Credit Transfer (CT) / Credit Exemption (CE):

Previous Semester   : ☐☐☐   Current Semester: ☐☐☐

Name of Previous Institution : _____

Name of the program :_____ Year of study ;_____

Courses taken in previous institution (Please provide information accordingly)

No	Course Code (as stated in transcript)	Course Title (as stated in transcript)	Credit Hours	Grade Obtained	Course Code (as offered by UTM)	Approved Credits

Student's Signature _____   Date: _____/_____/_____.

SECTION B: FOR FACULTY OFFICE USE

Total Credits: Approved ☐☐

_____.   Date: _____/_____/_____
(Dean/Head of Department/ Faculty's Representative)

Reasons for credit transfer/credit exemption approval:

_____

_____

(1st copy – Faculty Office, 2nd copy – Academic Advisor, 3rd copy – Student)