



STUDENT TERMINATION FORM
Borang Penamatan Pengajian Pelajar

This form is to be completed by the respective School/Faculty/Institute for student who fails to register two (2) consecutive semesters. Kindly attach any related letters/documents to support the termination. Separate form is to be used for each student.

A. PERSONAL DETAILS / Butiran Diri Pelajar (Diisi oleh Pusat Pengajian/Fakulti/Institut)

Full Name _____

Matric Number _____ Passport Number _____

B. ACADEMIC DETAILS / Butiran Akademik

Programme Master Ph.D | |

Mode Full Time Part Time | |

School / Institute / Faculty _____

Main Supervisor (*for research student only*)

Kindly provide a copy of student academic profile from GAMIS

C. VERIFICATION DETAILS / Butiran Pengesahan

SCHOOL/ FACULTY/INSTITUTE

Comments : _____

Dean _____ **Date** _____

Signature & Official Stamp

Kindly forward this form to Admission & Records Unit CGS for the next process

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D. VERIFICATION DETAILS / Butiran Pengesahan

BURSARY DEPARTMENT

Comments : _____

Fees status: Outstanding fees Amount: _____
 No outstanding fees

Bursar _____ **Date** _____

Bursary Department

Signature & Official Stamp

E. VERIFICATION DETAILS / Butiran Pengesahan
CENTRE FOR GRADUATE STUDIES

Comments : _____

Fees status:	Outstanding fees		Amount:	
	No outstanding fees			

Director _____ **Date**
Centre for Graduate Studies
Signature & Official Stamp

F. VERIFICATION DETAILS / Butiran Pengesahan
ACADEMIC MANAGEMENT OFFICE

Comments : _____

Fees status:	Outstanding fees		Amount:	
	No outstanding fees			

Dean of Academic Management Office _____ **Date**
Signature & Official Stamp

G. APPROVAL DETAILS / Butiran Kelulusan
DEPUTY VICE CHANCELLOR (ACADEMIC & INTERNATIONAL)

Application:	Approved		Decline		
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Comments : _____

Deputy Vice Chancellor (Academic & International) _____ **Date**
Signature & Official Stamp

H. FOR CGS USE ONLY

Official date of termination			
Total outstanding fees	RM		
GAMIS updated		Date :	
Official letter to student issued		Date:	
		Date:	

Admission & Records Unit
 Centre for Graduate Studies
 (Personnel official stamp)