



CERTIFICATE/SCROLL REQUEST FORM

(For students who required the certificate before the convocation ceremony)

NAME : _____
STUDENT ID : _____ NRIC /PASSPORT NO. : _____
PROGRAMME : _____ INTAKE : _____
SEMESTER/YEAR OF GRADUATION : _____ CONFERMENT DATE : _____
MOBILE PHONE NO. : _____ EMAIL : _____

REASON (S) FOR REQUEST : (PLEASE ATTACH RELATED DOCUMENTS)

Student's Signature

Date

ACADEMIC 'S OFFICE

Date Received : _____

By : _____

CHECKLIST (PLEASE TICK ☒)

(☐) RELATED DOCUMENTS

(☐) UNIVERSITY CLEARANCE FORM

APPROVED/NOT APPROVED*

Vice President Academic

Date: