



EXAMINATION RESULTS QUERY

STUDENT INSTRUCTION:

- Please attach original of relevant documents to support your queries.
- Please return this form to the Academic Office.

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Exam Results Slip

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Add and Drop Form

TO BE FILLED BY STUDENT

Session: ☐ March ☐ June ☐ September ☐ December

Name :

New ID No. :

Old ID No. :

Programme : Semester:

Contact No. :

Email Address :

Query : (Please explain briefly your problems)

Student's Signature : Date :

FOR OFFICE USE

Refer to : ☐ Academic Executive ☐ ERA Unit ☐ Examination Unit

Remarks :

Records updated by : Date :

Approved by : Date :

ACKNOWLEDGEMENT RECEIPT OF DOCUMENTS BY STUDENT

Received from Enrolment, Record & Administration Units (ERA Unit)

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Copy of Exam Results

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Add and Drop Form

Student's Signature :

Date :