



STUDENT MATRIC CARD REQUEST

TO BE FILLED BY STUDENT

Name:			
Program:			
School/ Faculty:			
Matrix No.:		IC No. / Passport No.:	
Gender:		Nationality:	
Mobile No:		Intake / Academic Session:	

Type of Application:

☐ Lost ☐ Damage ☐ Others

Others (specify): _____

Student's declaration: I declare that the information stated is true and I understand that my request will be rejected if the form that submitted is incorrect.

Date: _____

Student's Signature: _____

ACADEMIC OFFICE USE	STUDENT FINANCE UNIT USE	IT USE
Learning Management Section certified the student had lost/ damage matric card. Lost/ Damage: _____ time/s Initial & Stamp: Date:	Student Finance Unit certified the student had paid RM50.00 for the matric card. Initial & Stamp: Date:	Information Technology Unit certified the student had receive new matric card. Initial & Stamp: Date:
STUDENT AFFAIRS USE	CONFIRMATION BY STUDENT	
I declared the student had paid RM50.00 for new matric card and receive the receipt of payment. Initial & Stamp: Date record:	I have receive the new matric card. Signature: Date receive:	