



RE-ENROLMENT OF COURSE(S)

[Please read the 'Important Notes' before completing this Form]

STUDENT PERSONAL PARTICULARS

Name : _____

IC No. : _____ Student ID: _____

Programme of Study: _____

COURSE(S) TO RE-ENROL

Semester: January / July Year: _____

No.	Course Code	Course Title	* Class Code	Fees (RM)
1				
2				
3				
4				
Total Tuition Fees				
Resource and Services Fee				100.00
Grand Total				

Total credit hours re-enrolled: _____

* Please refer to your Regional Office for the Class Code

DECLARATION

I declare that all information given in this form is accurate and complete. I have read the Important Notes of this form and agree to conform to the related Rules and Regulations of the University.

Signature of Student: _____ Date: _____

IMPORTANT NOTES

1. This form **MUST BE SUBMITTED** on or before 15 July 2007 (Sun). Any re-enrolment received after the stipulated deadline will **NOT** be entertained.
2. Before selecting the course(s) to re-enrol, you are advised to refer to the **Guidelines for Courses Selection [Appendix 1]**.
3. The tuition fees will depend on the credit hours as well as the level of the course. Please refer to **Fee Schedule [Appendix 2]**.
4. Settlement of full fees on or before 3 June 2007 (Sun) will qualify for the early bird fees.
5. For continued access to all the University facilities, services and tutorials, it is important that all fees are duly paid. You will also avoid the late payment penalty of RM100. For more information, please refer to the **Academic Calendar and Important Dates and Deadlines [Appendix 3]**.
6. Please submit the completed form to your Regional Office.

FOR OFFICE USE ONLY

Approved Rejected

Remarks:

PAYMENT MODE: Cash Cheque Credit Card

Name of Bank: _____ No. (Cheque /Credit Card): _____

Amount received: _____

PROCESSED BY:

Name : _____
(Administrative Officer)

Signature : _____

Date : _____

AUTHORISED BY:

Name : _____
(Regional Office Manager)

Signature : _____

Date : _____