

CENTER FOR SHAPING ADVANCED & PROFESSIONAL EDUCATION

Application Form to obtain documents (Academic Management Division)

Important: Please read carefully and complete the form before submitting it.

Mark (x) in the appropriate box

Admission session

Status New Current Completed

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Student certification letter |
| <input type="checkbox"/> | Letter of study completion |
| <input type="checkbox"/> | Copy of offer letter (Payment of RM5.00) |
| <input type="checkbox"/> | Copy of transcript (Payment of RM10.00) *depending on version |
| <input type="checkbox"/> | Non-sponsorship certification letter |
| <input type="checkbox"/> | Others |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

These documents are required by _____ / _____

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Pick up myself (At UKMShape Counter, UKM) |
| <input type="checkbox"/> | Send a representative |
| <input type="checkbox"/> | Mail to this address |

Detail of Applicant

Name :
Registration No :
Identity Card No :
Study Program :
Study Year :
H/P No :

Signature : _____

Date: _____

Note : Your letter will be prepared within 3 working days after application is received

For Office Use

Certified by Academic Management Division