

	UNIVERSITI TEKNIKAL MALAYSIA MELAKA SCHOOL OF GRADUATE STUDIES		UTeM 29/1/12 (Ver.10/2012)
	PEMINDAHAN/PENGECCUALIAN KREDIT		TRANSFER/EXEMPTION OF CREDITS

Arahan kepada pelajar:.

1. Permohonan ini hendaklah dibuat pada semester pertama dalam pengajian (2 minggu selepas pendaftaran).
2. Permohonan perlu disertakan bersama dengan dokumen sokongan seperti maklumat kandungan mata pelajaran dan sistem gred.
3. Sila pastikan setiap syarat dan prosedur pemindahan/pengecualian kredit dipatuhi (Sila rujuk Peraturan Akademik Pasca Siswazah).
4. Hanya borang yang lengkap sahaja akan diproses.

Instructions to student:

1. Application can only be made in the first semester of studies (2 weeks after registration).
2. Application must be accompanied by the relevant supporting documents such as subject description and grading system.
3. Please ensure that all the terms and procedures are fulfilled (Refer to Postgraduate Academic Regulation).
4. Only complete form will be processed.

Bahagian I (Diisi oleh pelajar) / Section I (To be completed by Student)

Nama Name	
No. KP / Pasport IC / Passport No.	
No. Matrik Matric No.	
Fakulti Faculty	
Program Programme	
Semester/ Sesi Daftar Semester/Registration Session	Semester / Semester _____ Sesi / Session _____
Alamat Surat Menyurat Correspondence Address	
No. Tel. Bimbit Mobile Phone No.	

BahagianII / Section II

Mata pelajaran yang dipohon di UTeM Subjects to apply at UTeM			Mata pelajaran yang ingin dipindah/dikecualikan kredit (Sertakan maklumat kandungan mata pelajaran) Subjects to transfer/exemption (Please provide the subjects information)		
Kod Mata Pelajaran Subject Code	Nama Mata Pelajaran Subject Name	Jam Kredit Credit Hour	Nama Mata Pelajaran Subject Name	Jam Kredit Credit Hour	Gred diperolehi Grade Obtained

Saya mengaku bahawa keterangan yang diberi dalam borang ini adalah benar :
I have reviewed my information and acknowledge all the information given is true

Tandatangan Pelajar / *Student's Signature* :..... Tarikh / *Date*.....

Bahagian III (Pelajar dikehendaki mendapatkan kelulusan daripada fakulti)

Bagi mata pelajaran wajib, kelulusan perlu diperolehi daripada Institut Pengurusan Teknologi dan Keusahawanan (IPTK). Mata pelajaran wajib adalah seperti berikut:

Section III (Student is required to get approval from the faculty)

For compulsory subjects, approval must be obtained from the Institute of Technology Management and Entrepreneurship (IPTK). The compulsory subjects as follows:

- i. Research Methodology
- ii. Project Management
- iii. Quality System Management
- iv. Engineering and Technology Management
- v. Entrepreneurship

FAKULTI / INSTITUT FACULTY / INSTITUTE

Kelulusan oleh Dekan

Approval from Dean

☐

Lulus
Approved

☐

Tidak Lulus
Not Approved

Ulasan / *Comment*: _____

.....
Tandatangan dan Cop
Signature and Stamp

.....
Tarikh
Date

Bahagian IV- Untuk kegunaan SPS

Section IV- For SGS use

Dikemaskini di dalam SMPS pada

Updated in SMPS on

.....
Tandatangan staf yang
mengemaskini status

Signature of the staff updating the status

No. Staf:

Staff No.