

UNITAR International University
3-01A Level 3, Tierra Crest
Jalan SS6/3 Kelana Jaya
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SPECIAL EXAMINATION APPLICATION FORM

INSTRUCTION: Student is required to read **IMPORTANT GUIDELINES** carefully. Please fill up the form completely.

Full Name (CAPITAL LETTER)																
Matric No.																
Programme																
Email											Contact No.					

REASON FOR APPLICATIONS (Please ✓ in the appropriate box)

- Special Final Examination**
Must submit with complete supporting documents e.g. MC, medical report, death Certificate, invitation letter etc. Must settled all outstanding amount.
Please refer to Academic Rules and Regulation. Section 6, Clause 6.2 applied.
- Financially Barred**
Must settled all outstanding amount.

Note: A fee of RM100 per course will be imposed to the student for all kinds of applications.

Please state the course(s) you wish to sit for the special examination

NO.	COURSES CODE	COURSE TITLE	FOR OFFICE USE : Continuous Assessment Marks
1			
2			
3			
4			
5			

Student's Signature

Date: ____/____/____

FOR OFFICE USE

For Faculty/ School Approval:	For Student Account Department:	For Academic Centralised Services Dept :
Please tick (✓) <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved Signature & Stamp _____ Date: ____/____/____	Total Outstanding : _____ Special Exam Fees : _____ Receipt No : _____ Signature & Stamp _____ Date : ____/____/____	Updated on : ____/____/____ Remarks: _____ _____ Signature & Stamp _____ Date: ____/____/____