

UNITAR International University  
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Jalan SS6/3 Kelana Jaya  
47301 Petaling Jaya, Selangor  
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## APPLICATION FOR REINSTATEMENT OF STUDY

**Instructions:**

1. Please fill up the form completely.
2. Student must obtain faculty's approval and make the payment before submitting the form to Student Experience Department for processing.
3. Student at IRC need to liaise with the respective Programme Coordinators.
4. An administrative charge of RM300.00 will be imposed for all reinstatement application.

Full Name \_\_\_\_\_  
(CAPITAL LETTER)

Matric No. \_\_\_\_\_

Programme \_\_\_\_\_

Contact No. \_\_\_\_\_ Email \_\_\_\_\_

Intake \_\_\_\_\_ (mm/yy) Study Centre \_\_\_\_\_

**Reason to appeal for reinstatement:**

*(Please attach with appeal letter and relevant document to support the application).*

**I declare that all information given is true and complete. I understand that the University reserves the right to reject my application if any information given by me is found to be not true or incomplete.**

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Student's Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

### FOR OFFICE USE

For Faculty/School Approval:	For One Stop Centre:	For Admission & Record:
<p><i>(Please tick ✓)</i></p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Not Approved</p> <p>Remarks: _____</p> <p>Signature &amp; Stamp _____</p> <p>Date: ____/____/____</p>	<p>Total Amount: _____</p> <p>Receipt No: _____</p> <p>Signature &amp; Stamp _____</p> <p>Date: ____/____/____</p>	<p>Update on: ____/____/____</p> <p>Remarks: _____</p> <p>Signature &amp; Stamp _____</p> <p>Date: ____/____/____</p>