



**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

School of  
Professional and  
Continuing  
Education  
(SPACE)

**KEBENARAN MENGEPOS SIJIL / IJAZAH DAN  
TRANSKRIP AKADEMIK**  
AUTHORIZATION FORM FOR POSTAGE OF  
CERTIFICATE / DEGREE AND ACADEMIC  
TRANSCRIPT

**Centre For Degree and Foundation Studies**  
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(SPACE)  
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**Nota :** TIDAK AKAN DIBERIKAN sijil/ijazah dan Transkrip Akademik sehingga semua jumlah hutang diselesaikan.  
**Note:** WILL NOT BE GIVEN his or her Academic Transcript and the bestowed certificate/degree until the arrears have been settled.

**MAKLUMAT PELAJAR / GRADUAN Student's / Graduate's Particulars**

Nama Pelajar/Graduan : .....  
Name of Student/Graduate

No. Kad Pengenalan/Pasport : .....  
Identity Card/Passport Number

Nama Program : .....  
Programme

Tahun Tamat/Konvokesyen : ..... Nombor Telefon : .....  
Year of Completion/Convocation Telephone Number

Alamat : .....  
Address

**PENGAKUAN PELAJAR / GRADUAN Student's / Graduate's Consent**

Saya dengan ini membenarkan pihak Universiti mengepos sijil/ijazah dan transkrip saya seperti mana alamat yang tertera di atas. Saya berjanji dan mengaku akan bertanggungjawab ke atas apa jua kemungkinan yang berlaku ke atas sijil dan transkrip saya apabila diposkan oleh pihak Universiti.

2. Bersama ini disertakan bayaran secara atas talian berjumlah **Ringgit Malaysia : Sepuluh Sahaja** atas nama **UTMSPACE**, Nombor Akaun **CIMB : 8601518228**.

3. Saya sedia maklum bahawa **Universiti hanya mengeluarkan sekali sahaja Sijil / Ijazah**. Saya mengaku akan bertanggungjawab di atas tindakan memberi kebenaran dan tidak akan membuat sebarang tuntutan terhadap Universiti Teknologi Malaysia sekiranya sijil / ijazah / transkrip berkenaan rosak atau hilang.

*I as the name mentioned above, authorize the University to post my certificate/degree to the address as stated above. I will be held responsible and acknowledge that University will not held responsible for any loss or damage to my certificate and transcript during postage.*

2. *Herewith I enclosed the payment of online banking payable to **UTMSPACE**, Account Number **CIMB : 8601518228** with the amount of **Ringgit Malaysia : Ten Only**.*

3. **I am aware that Universiti Teknologi Malaysia issues the Certificate / Degree only once.** I hold myself fully responsible for granting this permission. I am also aware that any claims made by me, should the certificate / degree / transcript get damaged or lost, will not be entertained by University.

.....  
Tandatangan Pelajar / Graduan  
Student's / Graduate's Signature

Tarikh : .....  
Date

**SILA KEMUKAKAN DOKUMEN BERIKUT / Please attach the following documents**

- Salinan Slip Penyertaan 'Program Exit Survey' Secara Atas Talian / A copy of online program exit survey participation slip (<https://forms.gle/hNR353MCwUXPX6dP9>)
- Slip Bayaran Secara Atas Talian / Online Payment Slip

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