

IMPORTANT NOTICE



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of
Professional and
Continuing
Education
(SPACE)

COLLECTION OF CERTIFICATE AND ACADEMIC TRANSCRIPTS

Dear Students,

Please be informed that the official certificate and academic transcript can be collected starting from **24th January 2022 and onwards at:**

**Centre for Degree and Foundation Studies,
School of Professional and Continuing Education (SPACE),
Level 4, Block T05, Universiti Teknologi Malaysia
81310 Johor Bahru, Johor.**

Operating Hours:

Sunday

: 8.30 am – 12.30 pm | 2.00 pm – 3.00 pm

Monday – Thursday

: 8.30 am – 12.30 pm | 2.00 pm – 4.30 pm

Before collecting the certificate and academic transcripts, all students are required to:

1. EXIT SURVEY FORM

Complete the Exit Survey Form at <http://bitly.ws/nVUy>



2. OUTSTANDING FEES

Pay the outstanding fees at <http://bitly.ws/nVLv>



**3. COLLECTION OF
CERTIFICATE &
TRANSCRIPTS**

Refer to the guidelines for collection of certificate and transcript at <http://bitly.ws/nVUi>

Thank you. Wassalam.

*Centre for Degree & Foundation Studies
School of Professional and Continuing Education (SPACE)
20th January 2022*