

**APPLICATION FOR CHANGE OF PROGRAMME**

**Note:**

*Please attach:* 1) Supporting documents (letters/ other relevant documents)  
2) Research Proposal (post-graduate students)

**PART A: APPLICANT'S INFORMATION**

Name : \_\_\_\_\_  
Student Id : \_\_\_\_\_ Current Programme : \_\_\_\_\_  
Semester : \_\_\_\_\_ NRIC : \_\_\_\_\_  
Tel : \_\_\_\_\_ Email : \_\_\_\_\_

**PART B: PROGRAMME APPLICATION DETAILS**

New Programme Applied: \_\_\_\_\_

Reason(s) for applying change of programme:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am fully aware that I am required to pay an administrative fee RM300.00 for the change of programme and subject to the University Senate approval. Differences in the programme fee due to the change of programme (if any) will be paid accordingly. I am fully aware that any excess in the current programme fee that has been paid will NOT be refunded.

Signed : \_\_\_\_\_ Date : \_\_\_\_\_

**FOR OFFICE USE**

Recommended/ Not Recommended/ Comment:	Form Received by: Signature:	Payment Received by: Signature:
Signature: Name: Faculty Dean/ Deputy Dean/ HOP	Name: Admission and Records Department	Name: Finance Department
Date:	Date:	Date: