APPLICATION FOR CHANGE PROGRAMME

SEMESTER: _________________________  SESSION: __________________

INSTRUCTIONS

To Applicant
Please complete section A and submit this form to the Dean of Academic of the College for releasing and accepting purposes.

To Dean (Academic) of the Releasing College
Please complete section B and submit this form to Dean of Academic the accepting College.

To Dean (Academic) of the Accepting College
Please complete section C and return this form to the Academic Office.

Note
This application is valid for applicant who is registers within the first regular semester of his/her studies
Applicant is also required to pay RM200.00 to change programme.

SECTION A
(To be completed by applicant)

| 1. Name: | 2. Matric No.: |
| 3. Mailing Address: | 4. Telephone: |
| | Home: |
| | Office: |
| | Mobile: |
| 5. Centre: | 6. e-mail: |
| 7. Current Programme: | 8. New Intended Programme: |
| 9. Current Structure of Study: | 10. New Structure of Study: |
| ☐ Coursework | ☐ Coursework |
| ☐ Coursework and Thesis/Dissertation | ☐ Coursework and |
| ☐ Research | Research |
| 11. Mode of Study: | 12. Sponsorship: |
| ☐ Full-time | |
13. Reasons for Change of Programme:  
(Please use additional paper if necessary)  

14. Applicant’s Signature : 
Date : 

SECTION B  
(To be completed by the releasing College)  

Comments of the Dean of Academic  

Recommended  
Not Recommended  

Signature and Stamp : ______________________________ Date : ________________  
Name : ________________________________________________  

SECTION C  
(To be completed by the accepting College)  

Comments of the Dean of Academic  

Recommended  
Not Recommended  

Signature and Stamp : ______________________________ Date : ________________  
Name : ________________________________________________  

FOR OFFICE USE  

Date Received : ________________________________  
Processing Date : ________________________________  
Signature and Stamp : ________________________________