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| IPS /HEP - 01 |

# INSTITUT PENGAJIAN SISWAZAH

## INSTITUTE OF POSTGRADUATE STUDIES

**BORANG PERMOHONAN PENAMBAHAN KURSUS**

***APPLICATION FORM TO ADD/DROP COURSE(S)***

**Perihal Pelajar/ *Particulars Of Student***

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| Nama Penuh  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Full Name*  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| No. KP/No. Paspot *Passport No.* |  |  |  |  |  |  |  |  |  |  |  |  | No.Matrik *Matric No*  |  |  |  |  |  |  |  |  |  |  |  |

Program Ijazah/*Degree Programme*

### KURSUS-KURSUS YANG AKAN DITAMBAH/*COURSES TO BE ADDED*

### Kod Kursus Unit Jenis Tandatangan Pensyarah & Cop *Tarikh*

#### Course Code Units Type Lecturer’s Signature & Stamps Date

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Jumlah unit yang didaftarkan Unit

Total number of units registered Units

### KURSUS-KURSUS YANG AKAN DIGUGURKAN/*COURSES TO BE DROPPED*

### Kod Kursus Unit Jenis Tandatangan Pensyarah & Cop *Tarikh*

#### Course Code Unit Type Lecturer’s Signature & Stamps Date

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Jumlah unit daftar selepas pengguguran Unit

Total number of units registered after dropping of courses Units

###### Catatan/Notes :

1. **Tambah** kursus hanya dibenarkan sehingga minggu ke-2 sahaja.

 ***Adding*** *of courses will be allowed up to the 2nd week only*.

 **Gugur** kursus hanya dibenarkan sehingga minggu ke-6 sahaja.

 ***Dropping*** *of courses will be allowed up to the 6th week only.*

1. Adalah menjadi tanggungjawab pelajar untuk menyemak dengan Pusat Pengajian senarai CL(B) pada minggu

ke-9 bahawa semua pindaan tambah/gugur telah diambil tindakan.

It is the responsibility of students to check the CL(B) with Schools during week 9 that action has been taken to

add or drop courses.

1. Yuran akan dikredit sekiranya pengguguran kursus dibuat dalam tempoh 2 minggu selepas tarikh pendaftaran.

*Fees will be credited for any course dropped within 2 weeks after registration.*

**Pengesahan IPS/*Confirmation* :**

**Salinan 1 : Untuk IPS**

**1st Copy : For IPS**

Diterima oleh : ………………………………………………………….

Tarikh : …………………………………………………………

sab/sao/may2008