

Permohonan Pengeluaran Transkrip Awal *Application For Early Transcript*

Arahan/ Instructions

1. Sila isi borang ini dengan tepat dan lengkap/Please complete the form below.
2. Sila kemukakan dokumen salinan resit bayaran yuran graduasi RM100.00/Please submit a copy of the RM100 graduation fee receipt.
3. Bayaran hanya boleh dibuat di Unit Kewangan Pelajar atau di atas talian <https://payportal.unimas.my/epayment/>.
Payment can only be made at the Student Finance Unit or via online at <https://payportal.unimas.my/epayment/>.
4. Sila lampirkan borang penyelesaian hutang seperti di lampirkan.
Please submit the Outstanding Fees form as attached.
5. Hantar borang yang telah lengkap ke alamat berikut : Pengarah
Submit the completed form to:

Pusat Pengajian Siswazah
Universiti Malaysia Sarawak
94300 Kota Samarahan
u.p: Pusat Pengajian Siswazah

Director
Centre for Graduate
Universiti Malaysia Sarawak
94300 Kota Samarahan
u.p: Pusat Pengajian Siswazah

Untuk Diisi Oleh Pemohon/ To Be Completed By Applicant

A. Maklumat Peribadi/ Personal Details	B. Maklumat Pengajian / Details of Studies
Nama/Name : _____	Program/Programme : _____
No.Matrik/Matric No : _____	Fakulti/Faculty : _____
No Kad Pengenalan/ Identification Card No : _____	Degree : _____
No Tel Bimbit/ HP No : _____	
Emel/Email : _____	
Alamat/ Postal Address : _____	

Sila tanda (/) jika berkenaan/Please tick (/) where applicable

C. Cara Serahan/ Method of Collection	Serahan Tangan/ By Hand	Pos/Mail	D. Kehadiran Konvokesyen / Convocation Attendance	Hadir/Attending	Tidak Hadir/Not Attending
Terma dan Syarat/ Terms and Conditions	<ol style="list-style-type: none"> 1. Graduan telah menyelesaikan semua hutang dengan Universiti. <i>Graduates have settled all outstanding university fees.</i> 2. Permohonan tertakluk kepada kelulusan Senat. <i>All applications are subjected to the Senate approval.</i> 3. Transkrip akan diserahkan dalam tempoh 14 hari bekerja selepas kelulusan Pengarah. <i>The academic transcripts can be collected within 14 working days after approval from Director.</i> 				

Tandatangan/Signature

Tarikh/Date

E. Pengesahan (Kegunaan Pejabat Sahaja) / Verification (For Office Use Only)

<input type="checkbox"/> Disahkan layak bergraduasi oleh Senat/ Certified graduated by the Senate <input type="checkbox"/> Semua hutang telah dijelaskan kepada Universiti/ No outstanding fees to the University	Disahkan oleh/ Endorsed by: <p style="text-align: center;">_____</p> <p style="text-align: center;">Pengarah / Director</p>
<p>_____</p> <p>Timbalan Pendaftar / Deputy Registrar</p>	<p>_____</p> <p>Tarikh/Date</p>



**Penyelesaian Hutang Universiti
Confirmation of Settlement**

Arahan/ Instructions:

1. Sila lengkapkan borang ini dengan mendapatkan pengesahan **TIADA HUTANG TERTUNGGAK** daripada Pusat Tanggungjawab berikut:
Please complete this form by obtaining confirmation of no outstanding fees from the respective centres below:

Pengesahan/ Verification	Tandatangan & Cop PTJ/ Signature & stamp No resit (sekiranya ada)/ Receipt No (If applicable)
Yuran Universiti (Unit Kewangan Pelajar) / University Tuition Fees (Student Finance Unit)	
Kolej Kediaman (Unit Penginapan Pelajar)/ Residential College (Student Accommodation Unit)	
Bahagian Keselamatan/ Security Division	
Perpustakaan Tun Abdul Rahman Ya'kub (PeTARY)	
Arena Tun Tuanku Haji Bujang (UNIMAS Sports Centre)	
Bahagian Hal Ehwal Pelajar/ Student Affairs and Alumni Division	

Tandatangan/ Signature

Nama/ Name :
No. Matrik/ Matric No :
Tarikh/ Date :