



UNIVERSITI TEKNOLOGI MARA

STUDENT RECORDS AND CONVOCATION

OFFICE OF REGISTRAR

LEVEL 3, MENARA SULTAN ABDUL AZIZ SHAH

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APPLICATION FORM FOR ACADEMIC TRANSCRIPT

Name in Full _____

Date of Birth

Program Code

Gender

M

F

(please tick ✓)

Campus _____

Identity Card Number

Year of Admission : _____

Student ID Number

Year of Completion : _____

State of Birth : _____

Mode of Study : Full Time/Part Time/e-PJJ

Nationality : _____

Result : Complete/Incomplete

Telephone Number

Date of Convocation : _____

Correspondence

Address _____

Postalcode

City/Town _____

1. Collection of Transcript (please ✓)

In Person

by Mail

2. Payment for second copy of academic transcript

Copy of Academic Transcript	RM 10.00
To continue studies locally, mailed via UiTM	RM 15.00
To continue studies overseas, mailed via UiTM	RM 15.00

3. Payment can be made either in cash or by postal order to Bendahari UiTM. Cash payment can only be made at Bursary Office, Unit Kewangan Zon 6 and Zon 16.

4. For Academic Transcript to be sent overseas, fill in the address of the university concerned, below..
(***In case of insufficient space, continue at the back of form.***)

5. The Academic Transcript will be ready within 5 working days from date of the form received. Any queries please call, fax or e-mail (as above)

SIGNATURE OF APPLICANT

DATE :

RECEIVED

.....
Signature

.....
Date

Transcript No.