

KOLEJ UNIVERSITI TUNKU ABDUL RAHMAN
APPLICATION FOR LETTER OF CERTIFICATION

RG/E/333/form

(Please complete in duplicate copy)

SECTION A : Applicant Particulars

(To be completed by applicant and submitted to Department of Examinations and Credit Accumulation, 1st Floor of Khaw Kai Boh Building, Kuala Lumpur/Examinations Division, Branch Campuses)

Name :
(IN FULL & BLOCK LETTERS)

Identity Card No. (new) : Registration No. :

Identity Card No. (old) : Year of Graduation :

Postal Address :

Programme of Study :

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Postcode :

Campus :

Contact Tel No. (H) : (eg. KL / Penang / Perak)

(H/P) :

E-mail :

Application Fee : **RM150**
(enclosed banker's cheque / postal order No. * made :
payable to TARC Education Foundation) * delete whichever not applicable

Attached herewith are the following documents needed upon submission: (Please tick (√) the appropriate box)

A certified copy of Identity Card

Payment of RM150

Collection of Letter of Certification: Campus
 (KL/Penang/Perak)

A certified true copy of Certificate

Note: The original certificate is needed for verification upon submission of the application.

Date : Signature :

Note:

1. Processing of the application for letter of certification would take about two (2) months.
2. The letter of certification is to be collected personally by the applicant.

SECTION B : (For Office Use)

Check List : Received from applicant by attending staff

Check List : Verification by Officer

A certified copy of Identity Card

Payment of RM150

Certified true copy of Certificate (confirmed correct against original)

Programme of study verified against the JPA list

Attending staff signature:

Officer signature:

Attending staff name:

Date:

Rubber stamp of officer: