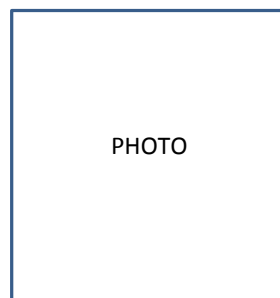


## MATRIC CARD APPLICATION/REPLACEMENT FORM



### INSTRUCTIONS

- 1 Student is required to read **terms and conditions** carefully.
- 2 Please fill up the form completely.

### SECTION I (To be completed by student)

#### STUDENT'S PARTICULAR

NAME (Capital Letter)	<input style="width: 100%; height: 20px;" type="text"/>
NAME TO APPEAR ON CARD	<input style="width: 100%; height: 20px;" type="text"/>
MATRIC NO	<input style="width: 100%; height: 20px;" type="text"/>
NRIC/PASSPORT NO.	<input style="width: 100%; height: 20px;" type="text"/>
PROGRAMME	_____
FACULTY	_____
TELEPHONE NO	_____

#### TERMS & CONDITIONS

1. Cardholder is solely responsible of the card and any damage incurred to the card due to negligence of the cardholder will be chargeable to the cardholder.
  2. Cardholder is ultimately responsible for the use of the card and will safeguard it against use by others.
  3. In the case of card is stolen or lost, cardholder must immediately report to the University and replacement of the card is chargeable **RM50.00**.
  4. Cardholder must wear the matric card at all times.
  5. The University representatives shall have the right to inspect the matric card at all time without prior notice.
  6. Card remains the property of the University and if a cardholder ceases to be a member of the University, the card must be returned to the University immediately.
- I acknowledge and agree to abide to the above terms and conditions.

..... Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Signature and Name

### SECTION II (To be completed by Academic Administration Department)

### SECTION III ( To be completed by Student Account and Procumens Department)

<p>Application Status  <input type="checkbox"/> New      <input type="checkbox"/> Replacement</p> <p>Reason for Replacement _____</p> <p>_____</p> <p>Verified by Admission Assistant Registrar  Date : _____ / _____ / _____</p>	<p>Total Fee Chargeble : RM _____</p> <p>Invoice No : _____</p> <p>Receipt No: _____</p> <p>Signature &amp; Stamp _____</p> <p>Name : _____</p> <p>Date : _____ / _____ / _____</p> <p><b>* Application form to be returned to ACAD</b></p>
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