

## **TO : STUDENTS WHO HAVE GRADUATED / WITHDRAWN FROM TAR UMT**

### **NOTICE ON APPLICATION FOR REFUND OF CAUTION MONEY**

TAR UMT charges a Caution Money deposit of RM200 for each programme level of study. Students are to apply for Caution Money refund (less any liability) after he/she has graduated or withdrawn from his/her programme level of study from the University.

The application for the refund shall be made within one year from the date of graduation or withdrawal from the University, failing which, the said Caution Money shall be transferred and contributed to TARC Education Foundation.

Applications received in the month would be processed and refunds would be made in the following month via Interbank Fund Transfer directly into students' personal bank accounts.

#### **How To Apply**

##### **For graduated students**

Students can apply for the refund of Caution Money online via "Student Intranet > Application > Refund of Caution Money" after announcement of the Graduate List. Online application is opened up to convocation or until Student Intranet closes, whichever is later.

##### **For withdrawn students/ students who missed the online application**

Please download the Caution Money application form via the following link and e-mail your completed application form to [bursary@tarc.edu.my](mailto:bursary@tarc.edu.my):

<https://www.tarc.edu.my/files/bursary/5792EA6E-E2C8-49E5-BFA1-858314E212E7.pdf>



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