

**TUNKU ABDUL RAHMAN UNIVERSITY OF MANAGEMENT AND TECHNOLOGY
DEPARTMENT OF EXAMINATIONS AND CREDIT ACCUMULATION
APPLICATION FOR ACADEMIC TRANSCRIPT**

Section A : Personal Details

Name : _____
(IN FULL & BLOCK LETTERS)

Identity Card No. /
Passport No. : _____ Registration No. : _____

Year of Graduation : _____ Branch : KL / PP / PK / JH / PH / SB
(please circle)

Programme of Study : _____

Faculty : _____

Contact No. : _____ E-mail : _____

Section B: Academic Transcript Request

Academic Transcript Fee per copy: RM10

Please indicate number of copy required:

Doctoral Degree	<input type="text"/>	Advanced Diploma	<input type="text"/>	Other Qualifications: _____	<input type="text"/>
Master Degree	<input type="text"/>	Diploma	<input type="text"/>		
Bachelor Degree	<input type="text"/>	Foundation	<input type="text"/>		

Total Amount of Academic Transcript: (RM) _____

Additional charges will be imposed for mailing services.

Please choose mode of collection / delivery: (Please tick)

<ul style="list-style-type: none"> • Collect Personally • Request send through email • Collect by Authorised Person <p><i>(Please attached authorisation letter, copy of applicant's IC & copy of authorised person IC)</i></p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No additional charges
<ul style="list-style-type: none"> • Request for mailing services - Domestic Destination • Request for mailing services to University - Domestic Destination (Attached with Cover Letter from TAR UMT) 	<input type="checkbox"/> <input type="checkbox"/>	RM 30
<ul style="list-style-type: none"> • Request for mailing services - Overseas Destination • Request for mailing services to University - Overseas Destination (Attached with Cover Letter from TAR UMT) 	<input type="checkbox"/> <input type="checkbox"/>	RM _____ Charges will be quoted according to destination

Total Amount of Mailing Services: (RM) _____

Grand Total Amount Payable: (RM) _____

Mode of Payment : Modes of payment: Online Banking via Instant Transfer / Interbank Fund Transfer (IBG) / Cash / Banker's cheque / Personal Cheque made payable to "TAR UMT" [Public Bank Berhad Account No.: 3-1815641-13]

Completed application form and payment slip shall be emailed to: examination@tarc.edu.my

Mailing Address : _____

Signature : _____ Date : _____

Section C : (For Bursary Office Use) Vote Chargeable: 24805

Receipt No : _____ Issued by: _____ Date : _____

Section D : (For DECA Office Use)

Checked by : _____ Date : _____