



**RAYUAN SAMBUNG PENGAJIAN (SETELAH DIBERHENTIKAN)**

APPEAL FOR CONTINUATION (AFTER TERMINATION) OF STUDIES

**KEPUTUSAN / RESULTS SEMESTER \_\_\_\_\_, TAHUN AKADEMIK / ACADEMIC YEAR \_\_\_\_\_**

**TARIKH AKHIR PENYERAHAN BORANG INI (SECARA LENGKAP, TEPAT DAN BESERTAKAN RESIT BAYARAN PEMROSESAN RM75.00) ADALAH SEPERTIMANA DALAM NOTIS PENGUMUMAN KEPUTUSAN PEPERIKSAAN KEPADA PELAJAR.**

THE DEADLINE FOR THE SUBMISSION OF THIS FORM (COMPLETED, ACCURATE AND WITH PROOF OF PAYMENT RM75.00) IS AS IN THE STUDENT FINAL EXAMINATION RESULT ANNOUNCEMENT

**BAHAGIAN A: UNTUK DILENGKAPKAN OLEH PELAJAR / TO BE COMPLETED BY STUDENT**

Kepada/ To: Pendaftar/Registrar, Universiti Tenaga Nasional

1. Nama/Name:			
2. Alamat Surat-Menyurat/ Mailing Address:			
3. ID Pelajar/Student ID:		4. Telefon Bimbit/Mobile Number:	
5. Jumlah Pindahan Kredit Diterima/ Credit Transfer Received:		6. Jumlah Kredit Dilengkapkan/ Credit Hours Completed:	
7. PNG Terkini/Current GPA:		8. PNGK Terkini/Current CGPA:	
9. Sebab Rayuan/Reason for Appeal:	'X'	10. Kategori Rayuan/Appeal Category:	'X'
Keuzuran/Medical Reasons	<input type="checkbox"/>	Kali Pertama/First Appeal	<input type="checkbox"/>
Beban Kewangan/Financial Difficulties	<input type="checkbox"/>	Kali Kedua/Second Appeal	<input type="checkbox"/>
Isu Keluarga/Family Issues	<input type="checkbox"/>	Lain-lain (Nyatakan)/Others (Specify):	<input type="checkbox"/>
Lain-lain (Nyatakan)/Others (Specify):	<input type="checkbox"/>		
11. Butiran rayuan (sertakan dokumen sokongan, jika ada) / Details of appeal (attach supporting documents, if any):			

Saya setuju bahawa jika maklumat yang dinyatakan ini tidak lengkap, tidak benar atau dibuat tanpa bayaran pemprosesan, rayuan ini boleh ditolak tanpa diberikan pertimbangan. / I agree that if the information stated herein is either incomplete, incorrect or made without the required payment, this appeal may be rejected outright.

<u>Tandatangan Pelajar/Student Signature</u>	<u>Tarikh/Date</u>	<u>Nombor Resit Bayaran/Receipt Number</u>

**BAHAGIAN B: UNTUK KEGUNAAN KAUNTER UNIT AKADEMIK, PEJABAT PENDAFTAR / FOR COUNTER USE**

Cop Tarikh Terima Pejabat Pendaftar dan Tandatangan Staf/Registrar Office Date Stamp and Staff Initials:

**BAHAGIAN C: UNTUK KEGUNAAN KOLEJ/INSTITUT/PUSAT / FOR COLLEGE/INSTITUTE/CENTRE USE**

Rumusan rayuan pelajar di atas adalah seperti berikut/The appeal summary for the student above is as follows:

PNG Simulasi/ Simulation GPA	PNGK Simulasi/ Simulation CGPA	Akuan Kolej/ College Endorsement	Kod Subjek Perlu Diambil/ Subject Codes to be Registered	Tandatangan dan Cop Tarikh Wakil Kolej/Signature and Date Stamp of College Representative:
Catatan/ Remarks:				

**APPEAL PROCEDURE FOR THE FINAL EXAMINATION PAPER REVIEW**

1. Students who have been terminated and subsequently submitted the Appeal for Continuation (after Termination)
2. The application appeal for continuation (after termination) of studies must be made in accordance to the procedures and duration stipulated by the University.
3. The student may obtain Form UNITEN/REG(A)/5-4N45 'Appeal for Continuation (after termination) of studies' at UNITEN Website > Students > Registrar Forms and make a payment for the appeal fee amounting of **RM 75.00/subject (non-refundable)**. Submission and payment can be made as follows:

	By Hand (UCC Counter 2)	By email
Submission of Form	Appeal form together with payment receipt submit at UCC Counter 2.	Appeal form together with paymentslip send via email at <a href="mailto:academicreg@uniten.edu.my">academicreg@uniten.edu.my</a> <b>and</b> <a href="mailto:financehelpdesk@uniten.edu.my">financehelpdesk@uniten.edu.my</a>
Method of payment	Cash :  1. Fill in Payment Instruction Form, which can be obtained from UCC Counter 2. 2. Make payment at UCC Finance Counter <b>3. Submit Payment and Appeal Form at UCC Counter 2 before deadline</b>	Maybank 2u & CIMBCliks only :  1. Print & Scan payment slip as proof of payment. 2. Please, ensure you write down your student ID and hand phone no on the payment slip. 3. Email Payment Slip and Appeal form at <a href="mailto:academicreg@uniten.edu.my">academicreg@uniten.edu.my</a> <b>and</b> <a href="mailto:financehelpdesk@uniten.edu.my">financehelpdesk@uniten.edu.my</a> <b>before deadline</b>
Appeal Result	Appeal result will be notified by Registrar Office via telephone call once appeal has been finalized.	Appeal result will be notified by Registrar Office via telephone call once appeal has been finalized.

4. The student must submit two completed copies of the appeal form for validation. The first copy is retained by the Registrar and second copy is kept by the student for record.