



APPLICATION FOR GRADUATION-IN-COUNCIL (FOR GRADUATED STUDENTS ONLY)

Scrolls & Academic Transcripts

INSTRUCTION: Please read the Terms and Conditions of Graduation-in-Council

(Please tick (/) where applicable)

TO BE COMPLETED BY APPLICANT							
NAME							
IDENTIFICATION/ PASSPORT NO.				PROGRAMME			
<i>Please tick (/) where applicable</i>							
DEGREE	Bachelor		Master		Doctorate		PhD
POSTAL ADDRESS							
PHONE NO.				EMAIL			
<i>Please tick (/) where applicable</i>							
METHOD OF COLLECTION	Hand		Mail*				
TERMS AND CONDITIONS	I have read and fully understand the terms and conditions of Graduation-in-Council.						
GRADUAND'S SIGNATURE				DATE OF APPLICATION:			

FOR OFFICE USE ONLY							
VERIFICATION:				ENDORSED BY :			
<input type="checkbox"/>	Certified graduated by the Senate						
<input type="checkbox"/>	Cleared of any debts to the University / No outstanding debts to the University						
..... For Registrar Date		 Registrar Date		

ACKNOWLEDGEMENT BY GRADUAND

I, NRIC/PASSPORT NO. have received my Scroll and Academic Transcript.

Signature: Date:

GRADUAND'S COPY APPLICATION FOR GRADUATION-IN-COUNCIL (Graduated Students Only)

NAME							
IDENTIFICATION/ PASSPORT NO.				PROGRAMME			
DEGREE	Bachelor		Master		Doctorate		PhD
DATE APPLIED				DATE OF COLLECTION			

Note: Students must present this slip upon collection of Degree Scrolls and Academic Transcripts. Academic Transcripts and Scrolls can be collected 14 working days after endorsement by the University Senate.

* Please complete Appendix D for mailing purposes.