

**APPLICATION REQUIREMENTS FOR REPRINTING THE DEGREE
AND ACADEMIC TRANSCRIPT**

1. Application is open to all First Degree graduated students.
2. Applicants can apply for reprinting the Degree and/or Academic Transcript (either in Malay, English, or both)
3. What you need to do :
 - i) Fill in the **Application Form For Reprinting The Degree and Academic Transcript**;
 - ii) Prepare **Money Order**, paid to “UUM Bursar” based on the cost for reprinting as below:
 - ◆ **Degree**
 - i) Malay Version - RM 250.00
 - ii) English Version - RM 250.00
 - ◆ **Academic Transcript**
 - i) Malay Version - RM 10.00
 - ii) English Version - RM 10.00
 - iii) Prepare **Self-address A4 Size “Post Ekspres” envelope**.



4. The application will be processed within **five (5)** working days upon acceptance.
5. Send the completed form to:

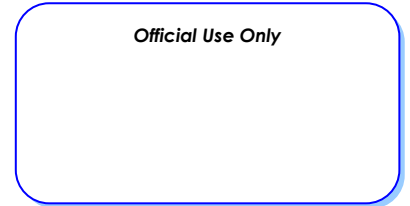
**Graduation Unit
Academic Affairs Department
Universiti Utara Malaysia
06010 UUM Sintok
KEDAH DARUL AMAN
TEL: 04-9283319/3320**



APPLICATION FOR REPRINTING THE DEGREE AND ACADEMIC TRANSCRIPT

Date : _____
 Name : _____
 Matric No. : _____
 I.C / Passport No. : _____
 Address : _____

 Mobile No. : _____



To:

**Graduation Unit
 Academic Affairs Department
 Universiti Utara Malaysia
 06010 UUM Sintok
 KEDAH DARUL AMAN
 TEL: 04-9283319/3320**

Sir

APPLICATION FOR REPRINTING THE DEGREE AND ACADEMIC TRANSCRIPT

I, as the abovementioned name and matric no. would like to request for reprinting the document(s) as below:

DEGREE

MALAY VERSION
 RM 250.00

ENGLISH VERSION
 RM 250.00

ACADEMIC TRANSCRIPT

MALAY VERSION
 RM 10.00

ENGLISH VERSION
 RM 10.00

Note : Please tick (✓) in appropriate box

I attached herewith the money order, paid for UUM Bursar, and a self-address A4 size "Pos Ekspress" envelope for the mailing purpose.

Thank you.

 (Name: _____)

IMPORTANT

- Please read the attached terms and conditions carefully.