

**PERHATIAN :
PELAJAR TAHUN AKHIR
(DIJANGKA TAMAT PENGAJIAN
SEMESTER 2 SESI 2023/2024)**

Attention : Final Year Students (expected to complete studies in Semester 2 2023/2024)

Pelajar **tidak perlu membuat pengesahan bergraduasi** mulai Semester 1 Sesi 2014/2015. Sila ambil perhatian dan tindakan **SENARAI SEMAK** berikut:

Effective Semester 1 Session 2014/2015, students are not required to confirm graduation. Please take the following actions :-

1. Menjelaskan perkara berikut (jika ada)

Settle the following (if any)

TINDAKAN/ACTION	LOKASI/LOCATION
a) Yuran tertunggak <i>Outstanding fees</i>	Unit Kewangan Pelajar (UKP), Bangunan BHEPA <i>Student Finance Unit, Bursar Office, BHEPA Building</i>
b) Saman kesalahan lalulintas <i>Traffic summons</i>	Bahagian Keselamatan, Kampus Timur <i>Security Office, Kampus Timur</i>
c) Memulangkan buku & menjelaskan denda lewat <i>Return borrowed book (s) & settle any outstanding penalties</i>	Perpustakaan Tun Abdul Rahman Yakub (PeTARY) <i>Perpustakaan Tun Abdul Rahman Yakub (PeTARY)</i>
d) Yuran penginapan tertunggak & saman kesalahan kolej <i>Outstanding college fees and related Penalties</i>	Semak di Pejabat Kolej dan bayar di Unit Kewangan Pelajar <i>Check with Residential College Office and pay at Student Finance Unit</i>

2. Pengesahan

Verify the following

PERKARA/ITEM	PENERANGAN/EXPLANATION
a) Ejaan Nama dan Alamat dalam Sistem Aplikasi eStudent <i>Spelling of Name and address in eStudent application system</i>	Sekiranya ada pindaan, isi Borang Perubahan Maklumat Pelajar-BPPs-08 (Pindaan 01/10) (kepilkan salinan Kad Pengenalan/pasport) yang diperolehi di laman web BPPs dan hantar ke kaunter BPPs. <i>If there are any amendments, please fill out Borang Perubahan Maklumat Pelajar-BPPs-08-(Pindaan 01/10) (Please attach a photocopy of IC or passport). The form is available at BPPs website and completed form must be submitted to the BPPs counter.</i>
b) Ejaan Nama Kursus, Kod Kursus dan Taraf Kursus pada slip pendaftaran kursus (AK3-OR) di dalam Sistem Aplikasi eStudent bagi Semester Semasa; <i>Course name, course code and course status in registration slip (AK3-OR) in the eStudent application system.</i>	Maklumkan kepada Fakulti sekiranya terdapat kesalahan. <i>Inform your faculty if there are any mistakes.</i>
c) Ejaan Nama Kursus, Kod Kursus, Taraf Kursus dan keputusan penilaian pada pre-transkrip di dalam Sistem Aplikasi eStudent bagi semester terdahulu. <i>Course name, course code, course status and result in pre-transcript (AK3- OR) in the eStudent application system.</i>	Maklumkan kepada Fakulti sekiranya terdapat kesalahan. <i>Inform your faculty if there are any mistakes.</i>

*Pengesahan di atas **penting** untuk **cetakan pada transkrip dan sijil ijazah** kelak. Sebarang kesilapan cetakan akibat daripada kegagalan mengesahkan perkara di atas adalah di bawah tanggungjawab pelajar.

*Pihak kami akan **menahan Sijil Ijazah dan Transkrip** sekiranya pelajar masih tidak menyelesaikan perkara-perkara di atas.

The above mentioned verification is **crucial for certificate and transcript printing purposes. Students will be held accountable for any printing error(s) due to failure to verify.*

**Please be informed that your degree certificate and transcript shall be withheld if you do not complete the above matters.*

Sekian, harap maklum dan terima kasih/ *Thank you.*

Senat dan Pengijazahan
Bahagian Pengajian Prasiswazah (BPPs)
Senate and Graduation Unit
Undergraduate Studies Division

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