



**Instruction to students:**

1. Student can apply for a deferment of academic semester (TG) due to unforeseen circumstances other than health-related reasons.
2. Applications can be made for a maximum of two (2) times for Master and four (4) times for PhD throughout the duration.
3. Processing fee of RM50.00 will be imposed by Bahagian Pengurusan Kewangan Pelajar (BPKP) to the successful application.
4. A completed application form must be submitted to the respective Faculty / Academic Centre / UiTM Branch Campus.

**SECTION I (To be filled by student in CAPITAL LETTERS)**

|                                         |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
|-----------------------------------------|--|--------|--|--|--|--|--|-----|--|-----------|--|--|--|------------------|--|-----------|--|--|--|--|--|-----------|--|--|--|----------|--|-----|--|--|--|--|--|
| Name:                                   |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
| I.C No/Passport No.:                    |  |        |  |  |  |  |  |     |  |           |  |  |  | Faculty Code:    |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
| Student ID No.:                         |  |        |  |  |  |  |  |     |  |           |  |  |  | Campus:          |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
| Programme Code:                         |  |        |  |  |  |  |  |     |  | Semester: |  |  |  | Gender:          |  | Male      |  |  |  |  |  | Female    |  |  |  |          |  |     |  |  |  |  |  |
| Level of Study:                         |  | Master |  |  |  |  |  | PhD |  |           |  |  |  | Mode of Study:   |  | Full Time |  |  |  |  |  | Part Time |  |  |  |          |  | FLP |  |  |  |  |  |
| Mailing Address *( )                    |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
|                                         |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
|                                         |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
|                                         |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  | Postcode |  |     |  |  |  |  |  |
| * Please tick (✓) for change of address |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
| Tel.No.:                                |  |        |  |  |  |  |  |     |  |           |  |  |  | Mobile Phone No. |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |
| E-mail:                                 |  |        |  |  |  |  |  |     |  |           |  |  |  |                  |  |           |  |  |  |  |  |           |  |  |  |          |  |     |  |  |  |  |  |

## SECTION II

|                                                                                        |       |                      |                                                                                     |
|----------------------------------------------------------------------------------------|-------|----------------------|-------------------------------------------------------------------------------------|
| <b>Number of previous Deferment of Academic Semester (TG) (if any):</b>                |       | <input type="text"/> | <b>Time</b>                                                                         |
| <b>Reasons for Application of Deferment (TG) (please attach supporting documents):</b> |       |                      |                                                                                     |
| .....                                                                                  |       |                      |                                                                                     |
| .....                                                                                  |       |                      |                                                                                     |
| .....                                                                                  |       |                      |                                                                                     |
| <b>I will re-register for semester:</b>                                                | MARCH | <input type="text"/> | SEPTEMBER                                                                           |
|                                                                                        |       | <input type="text"/> |                                                                                     |
|                                                                                        |       | Year                 | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
|                                                                                        |       |                      |                                                                                     |

  

|                                     |                      |
|-------------------------------------|----------------------|
| .....<br><b>Student's Signature</b> | .....<br><b>Date</b> |
|-------------------------------------|----------------------|

**Section IV (Results of application is subjected to JKAPS' approval)**

| Important Notes: Criteria for Deferment of Academic Semester (TG) |                                                                                               |
|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 1.                                                                | <i>Reasons other than own health issue</i>                                                    |
| 2.                                                                | <i>Appeal of Extension Study has been approved by Faculty/Academic Centre/Branch Campuses</i> |
| 3.                                                                | <i>Application entitlement</i>                                                                |
| <b>Master</b>                                                     | <i>Maximum two (2) within duration of study</i>                                               |
| <b>PhD</b>                                                        | <i>Maximum four (4) within duration of study</i>                                              |