



APPLICATION FOR GRADUATION-IN-COUNCIL (FOR GRADUATED STUDENTS ONLY) Degree Scrolls & Academic Transcripts

TO BE COMPLETED BY APPLICANT

NAME										
IDENTIFICATION / PASSPORT NO.					PROGRAMME					
<i>Please tick (/) where applicable</i>										
DEGREE	Bachelor		Master		Doctorate		PhD			
POSTAL ADDRESS										
	Scroll		Transcript		Scroll & Transcript					
PHONE NO.					EMAIL					
<i>Please tick (/) where applicable</i>										
METHOD OF COLLECTION	Hand		Mail*		CONVOCATION ATTENDANCE	Attending		Not Attending		
TERMS AND CONDITIONS	<input type="checkbox"/> Please read the Terms and Conditions of Graduation-in-Council I have read and fully understand the terms and conditions of Graduation-in-Council.									
GRADUAND'S SIGNATURE					DATE OF APPLICATION					

VERIFICATION: <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	ENDORSED BY : Registrar Date
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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. Degree Scrolls and Academic Transcripts can be collected 14 working days after endorsement by the Registrar.

** Please complete Appendix B for mailing purposes.*