

**BORANG TAMBAH/GUGUR KURSUS
ADD/DROP COURSE FORM**

BAHAGIAN A **MAKLUMAT PELAJAR**
SECTION A **STUDENT DETAIL**

1. Nama penuh / Full name :
2. No. Matrik / Matric No. :
3. Program / Programme :
4. Bidang / Field of Study :
5. Fakulti / Faculty :
6. Semester / Semester :

BAHAGIAN B **TAMBAH/GURUR KURSUS**
SECTION B **ADD/DROP COURSE FORM**

Sila isi petak yang berkenaan. Masukkan status : **(R)** sekiranya anda mengulang & **AU** untuk kursus audit.
(Please fill the appropriate boxes. Write status : **(R)** if you are repeat and **AU** for audit course).

1. Tambah Kursus (sehingga minggu kedua sahaja) / Add Course (until the second week only)

Kod (Code)	Kursus (Course)	Status (Status)	Tandatangan Pensyarah (Lecturer's Signature)

2. Gugur Kursus (sehingga minggu ketujuh sahaja) / Drop Course (until the 7th week only)

Kod (Code)	Kursus (Course)	Status (Status)	Tandatangan Pensyarah (Lecturer's Signature)

BAHAGIAN C **TAMBAH/GURUR KURSUS**
SECTION C **ADD/DROP COURSE FORM**

Saya dengan ini memperakukan bahawa saya **tambah / gugur** kursus seperti senarai di atas.
I declare that I **added / dropped** the course listed above.

.....
Tandatangan Pelajar / Student's Signature

.....
Tarikh / Date

BAHAGIAN D **PENGESAHAN PENYELARAS PROGRAM**
SECTION D **PROGRAMME COORDINATOR'S CERTIFICATION**

.....
Pengesahan Penyelaras Program/Ketua Jabatan
Programme Coordinator / Head of Department's Certification

.....
Tarikh / Date

PERHATIAN : Cop dan tarikh borang di kaunter akan diambilkira sebagai tarikh serahan.
Pastikan setiap borang yang dihantar dicop tarikh terima dan ditandatangani pegawai bertugas di kaunter.

NOTE : The date of receipt stamped at the counter will be considered as the date of submission.
Ensure that each submitted form has the date of receipt stamped and signed by the officer manning the counter.