unisel
UNIVERSITI SELANGOR

COURSE EXEMPTION (CE) OR CREDIT TRANSFER (CT) APPLICATION FORM

INSTRUCTION TO STUDENT:

1. Please make sure the application is made within first (1) year of study.
2. Please make sure that all terms and procedure are fulfilled (refer to academic regulation handbook).
3. Completed form with supporting document has to be submitted to the Faculty for processing.
4. Student will be charged RM10 processing fee per course.
5. Upon approval, student will be charged 10% of study fee.

☐ **Credit Transfer**

☐ **Course Exemption**

Name :

Student ID :

Faculty : _____

Programme : _____

Intake : _____ *(eg: 21334)*

Year of Study : _____

Current Semester : _____ *(eg: Jan 2015)*

No Of Application : _____ *(eg: 1, 2, 3)*

Mobile Phone Number

Previous Institutions : _____

EQUIVALENT COURSE (PREVIOUS INSTITUTIONS)					UNISEL COURSE FOR CREDIT TRANSFER / COURSE EXEMPTION			APPROVE	
NO.	COURSE CODE	COURSE NAME	CREDIT HOUR	GRADE	COURSE CODE (UNISEL)	COURSE NAME	CREDIT HOUR	YES	NO
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									

Student Declaration,
I have read and admit the information stated.

Signature :

Date :

Faculty (Head of Programme/Assistant Registrar),
Eligible to apply.

Name and Official Stamp :

Date :

Finance Office,
Num. of courses requested (RM10 processing fee per course)

Name and Official Stamp :

Date :

FOR OFFICE USE - HEAD OF PROGRAM

DATE OF MEETING : _____

APPLICATION STATUS :

APPROVED ☐
COMMENT: _____

NOT APPROVED ☐
COMMENT: _____