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. This form is applicable for students April 2020 intake onwards

[ ] **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 :

NO.	EQUIVALENT COURSE (PREVIOUS INSTITUTIONS)				UNISEL COURSE FOR CREDIT TRANSFER / COURSE EXEMPTION			APPROVE	
	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 :

Student Finance Unit,
Name and Official Stamp :

Date :

Note:
Processing fee for credit transfer request for each course is RM50.00.
For each approved course, a fee of 15% of tuition fee is charged to your ledger.

FOR OFFICE USE - HEAD OF PROGRAM

DATE OF
MEETING :

APPLICATION
STATUS :

APPROVED [ ]
COMMENT:

NOT APPROVED [ ]
COMMENT: