



**BORANG PERMOHONAN DAFTAR SEMULA  
RE-REGISTRATION APPLICATION FORM**

**BAHAGIAN I : MAKLUMAT PERIBADI  
PART I : PERSONAL DETAILS**

1. Nama / Name : \_\_\_\_\_
2. No. K/P / Passport No. : \_\_\_\_\_
3. No. Matrik / Matric No. : \_\_\_\_\_
4. Alamat Surat Menyurat : \_\_\_\_\_  
Correspondence Address \_\_\_\_\_
  
- Poskod / Postcode \_\_\_\_\_ Negeri / State : \_\_\_\_\_
5. No. Telefon : \_\_\_\_\_ (Rumah / Home)  
Telephone No. : \_\_\_\_\_ (Tel. Bimbit / Mobile No.)
6. E-mel / Email : \_\_\_\_\_
  
7. Sila nyatakan kelayakan akademik tertinggi anda sebelum melanjutkan  
pengajian di UTeM  
Please state your highest academic qualification prior to your admission into UTeM:  
\_\_\_\_\_ CGPA: \_\_\_\_\_

**BAHAGIAN II : MAKLUMAT PENGAJIAN  
PART II : INFORMATION ON PROGRAMME OF STUDY**

1. Program & Kursus : \_\_\_\_\_  
Programme & Course
2. Fakulti/ Faculty : \_\_\_\_\_
3. Tahun dan Semester : \_\_\_\_\_  
Pengajian semasa /  
Current Year and Semester  
Of Study
4. CGPA semasa : \_\_\_\_\_  
Current CGPA

**BAHAGIAN III : PENGLIBATAN DAN SUMBANGAN KO-KURIKULUM SEMASA PENGAJIAN  
DI UTeM**

**PART III : CO-CURRICULUM ACTIVITIES AND CONTRIBUTIONS TO UTeM**

*(Sila guna lampiran jika ruangan tidak mencukupi)*

*(Please use an attachment if the space provided below is insufficient)*

<b>Bil. No.</b>	<b>Persatuan / Ko-Kurikulum Club / Association / Co- Curriculum Activity</b>	<b>Jawatan Position</b>	<b>Peringkat Level</b>
1.			
2.			
3.			

**BAHAGIAN IV : SILA NYATAKAN MASALAH PEMBELAJARAN YANG DIHADAPI**

**PART IV : PLEASE INDICATE ANY LEARNING DIFFICULTIES FACED**

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**BAHAGIAN V : AKU JANJI PELAJAR**

**PART V : STUDENT DECLARATION**

Saya mengakui dan memahami Peraturan Akademik Universiti mengenai Daftar Semula seperti berikut:

*I hereby declare my understanding and affirm the following rules on re-registration as stated in the University Academic Regulations :*

- a) Pelajar **tahun satu semester satu** yang mendapat Kedudukan Gagal (KG) boleh memohon Daftar Semula (DS) kepada Fakulti dalam tempoh 6 minggu selepas keputusan Kedudukan Akademik diumumkan.  
*A **first year and first semester** student who obtained Fail Status (KG) may apply to the Faculty to re-register (DS) within six (6) weeks after the release of the examination results.*
- b) Pelajar yang diluluskan untuk Daftar Semula (DS) dimestikan **berehat satu semester** berikutnya sebelum meneruskan semula pengajian pada semester satu Sesi Akademik yang baru.  
*A student who has been approved to re-register shall **rest for one semester** (i.e: the following semester) before resuming his/ her studies in the first semester of the next Academic Session.*
- c) Pelajar Daftar Semula (DS) hendaklah membuat pendaftaran kursus semula di Bahagian Pengurusan Akademik dengan menggunakan nombor matrik lama.

Status pelajar akan diaktifkan semula di dalam SMP dan diberi status Daftar Semula.

*A student who has been approved to re-register shall effect his/ her course registration at the Academic Management Division with the same matric number. His/her status will be activated in the SMP using Re-register Status.*

- d) Penilaian pelajar Daftar Semula tidak mengambil kira pencapaian dalam semester pertamanya dahulu (semasa pelajar mendapat KG).  
*All assessment for a Re-register student shall not take into account his/her achievement in the first Semester (where he/she obtained Fail Status (KG)).*
- e) Pelajar yang diluluskan untuk Daftar Semula (DS) dianggap telah menggunakan dua (2) semester daripada keseluruhan tempoh pengajiannya (iaitu semester yang pelajar mendapat KG dan semester yang beliau diwajibkan berehat).  
*A student who has been approved to re-register shall be presumed to have utilised two (2) semesters from the maximum period of study allowable (i.e the Semester in which he/she obtained Fail Status (KG) and the subsequent Semester he/she was obliged to rest).*
- f) Pelajar yang diluluskan untuk Daftar Semula tidak layak dipertimbangkan sebarang pengecualian kredit setelah beliau mendaftar semula pengajian.  
*A student who has been approved to re-register shall not be entitled to any credit exemptions upon re-registration.*
- g) Pelajar Daftar Semula (DS) akan diberhentikan pengajian jika gagal mendapat KB pada semester yang beliau mendaftar semula.  
*A student who has been approved to re-register shall be dismissed from the University if he/she fails to obtain Good Status (KB) in the semester where he/she resumes study.*

Dengan ini saya mengaku akan berusaha bersungguh-sungguh di dalam pengajian saya bagi memperbaiki prestasi akademik. Saya faham bahawa saya akan diberhentikan daripada pengajian sekiranya gagal mendapat Kedudukan Baik (KB) pada semester saya yang mendaftar semula. Saya juga mengesahkan bahawa semua keterangan di atas adalah lengkap, betul dan benar.

*I hereby declare and confirm that I will work harder to improve my academic performance. I understand that should I fail to obtain Good Status (KB) in the semester for which I am allowed to re-register, I shall be liable to be dismissed from the University. I also confirm that all particulars given above are complete, true and correct.*

Tandatangan / Signature : \_\_\_\_\_ Tarikh / Date : \_\_\_\_\_

Nama / Name : \_\_\_\_\_

No. Kad. Pengenalan : \_\_\_\_\_  
Passport No.

**NOTE : PLEASE SUBMIT THIS FORM TO THE DEAN OF THE FACULTY WITHIN SIX ( 6 ) WEEKS AFTER THE RELEASE OF THE EXAMINATION RESULTS.**

**BAHAGIAN VI : ULASAN PENASIHAT AKADEMIK**  
**PART VI : ACADEMIC ADVISOR'S REMARKS**

Ulasan / *Comments* :

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Tandatangan : \_\_\_\_\_ Tarikh : \_\_\_\_\_  
*Signature Date*

Nama / *Name* : \_\_\_\_\_

**BAHAGIAN VII : PERAKUAN DEKAN FAKULTI**  
**PART VII : DEAN OF FACULTY'S RECOMMENDATION**

*Disokong / Recommended*

*Tidak disokong /  
Not Recommended*

Ulasan / *Comments*

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Tandatangan : \_\_\_\_\_ Tarikh: \_\_\_\_\_  
*Signature Date*

Nama / *Name* : \_\_\_\_\_  
*Cop / Stamp*

**BAHAGIAN VIII : SEMAKAN OLEH BAHAGIAN PENGURUSAN AKADEMIK**  
**PART VIII : ACKNOWLEDGMENT BY THE ACADEMIC MANAGEMENT DIVISION**

Boleh dibawa untuk kelulusan Senat  
*To be forwarded to Senate for approval*

Tidak dibawa untuk kelulusan Senat  
*Not to be forwarded to Senate for approval*

Ulasan / *Comments* :

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Tandatangan : \_\_\_\_\_

*Signature*

Nama / *Name* :

Cop / *Stamp* :

Tarikh: \_\_\_\_\_

*Date*