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| logo utm JEPG | **APPLICATION TO ENTER CAMPUS**  **FOR POSTGRADUATE RESEARCH STUDENTS TO RESUME EXPERIMENT AND LABORATORY WORKS SEMESTER 2 2020/2021** |

**Please read carefully the following instructions before you fill the Application Form.**

(1) Eligibility

a. Students who are currently residing in the campus. **OR;**

b. Students living within 10km radius from the campus who are in the 15th/16th semester for PhD or 7th/8th semester for Master and fulfils the following requirements:

☐ Submitted the UTM Health Declaration Form from UTMSmart application.

☐ Update your MySejahtera status and attached the MySejahtera Hotspot tracker information with the application.

☐ Travelling to campus using personal vehicle.

c. The experiment/laboratory work was conducted from the beginning of semester 2 20202021 until the Extended Movement Control Order (EMCO) was announced on the 21st May 2021.

d. The experiment/laboratory work does not involve group work.

(2) Students must submit the completed form to the Faculty’s Graduate Office via email (please check the email address at SPS or your faculty’s website

(3) Application will take approximately **5 working days** to be processed.

(4) Successful application will be informed via email stated in the form.

**PART 1: STUDENT’S DETAILS**

1. **Name :** Click or tap here to enter text.
2. **Matric Number :** Click or tap here to enter text.
3. **IC Number/Passport Number :** Click or tap here to enter text.
4. **Phone Number :** Click or tap here to enter text.
5. **Email address :** Click or tap here to enter text.
6. **School/Faculty :** Click or tap here to enter text.
7. **Programme :** Click or tap here to enter text.

**Name of work area and location (e.g. Chemistry Lab C09) :** Click or tap here to enter text.

1. **Intended return to campus date (this will subject to availability of the work area):** Click or tap to enter a date. **to** Click or tap to enter a date.
2. **I am currently residing in UTM?**

**Yes Name of college:** Click or tap here to enter text.

**No Home Address:** Click or tap here to enter text.

*I hereby declare that the information above is true and correct to the best of my knowledge. I understand that in the event of my information being found false or incorrect at any stage, my application shall be liable to cancellation without notice.*

**Signature:**

**Date:**

**PART 2: SUPERVISOR’S RECOMMENDATION**

I **recommend/ do not recommend** the above application. To the best of my knowledge:

The experiment/laboratory work was conducted from the beginning of semester 2 20202021 until the Extended Movement Control Order (EMCO) was announced on the 21st May 2021.

The experiment/laboratory work does not involve group work.

**Signature:**

**Name & Stamp:**

**Date:**

**PART 3: ASSOCIATE CHAIR/ LAB MANAGER RECOMMENDATION**

This application is:

**KELULUSAN PEJABAT HAL EHWAL PELAJAR (HEP) / PRO NAIB CANSELOR UTMKL**

***OFFICE OF STUDENT AFFAIRS (OSA) / UTMKL PRO VICE CHANCELLOR APPROVAL***

**APPROVED / NOT APPROVED**

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(**Tandatangan & Cop**/

*Signature & Stamp*)

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(**Tarikh**/ *Date*)

**SUPPORTED**. The application is allowed to enter use the following facility

**Name of facility:** Click or tap here to enter text.

**From:** Click or tap to enter a date.**TO** Click or tap to enter a date.

**Time:** Choose an item. **To** Choose an item.

**NOT SUPPORTED**. Reason: Click or tap here to enter text.

**Signature:**

**Name & Stamp:**

**Date:**

**Senarai Semak Pejabat Hal Ehwal Pelajar:**

1. Permohonan ini adalah dibuka kepada pelajar yang tinggal di dalam atau luar kampus
2. Bagi pelajar yang tinggal di luar kampus, kebenaran memohon diberikan kepada yang tinggal dalam radius 10km sahaja dari kampus
3. Pelajar perlu menggunakan pengangkutan sendiri bagi tujuan keluar masuk ke kampus
4. Pelajar hendaklah mengemaskini status Mysejahtera dengan melampirkan borang kebenaran kembali ke kampus.