



UNIVERSITI  
MALAYSIA  
KELANTAN

UMK/A14.00/03/2023

Tarikh Kuatkuasa: 27 November 2023

**BORANG PERMOHONAN TARIK DIRI PROGRAM PENGAJIAN SEPARUH MASA**

PUSAT PENDIDIKAN LUAR UMK

**NOTA / NOTES**

1. Borang ini digunakan oleh pelajar yang ingin membuat permohonan **Tarik Diri Pengajian**. *This form is used by the student who wants to apply for **Withdrawal of Study**.*
2. Sila bincang dengan pihak Penasihat Akademik/ Fakulti sebelum mengemukakan permohonan ini. *Please discuss with Academic Advisor/ Faculty before submitting this application.*
3. Pelajar perlu melampirkan dokumen sokongan untuk menyokong permohonan pelajar. *Students are required to attach supporting documents to substantiate this application.*
4. Pelajar perlu melengkapkan borang ini sebelum dihantar ke Pejabat Pentadbiran Fakulti. Pihak fakulti berhak menolak borang permohonan yang tidak lengkap. *Students are to complete this form before submitting it to Faculty Administration's Office. The Faculty reserves the right to reject incomplete form.*

**A. MAKLUMAT PELAJAR**

Nama/ Name			
No. Kad Pengenalan/ Pasport Identity Card No./ Passport		No. Matrik/ Matric No.	
No. Telefon/ <i>Phone no.</i>		Emel/ <i>E-mail</i>	
Fakulti/ <i>Faculty</i>		Semester/ <i>Semester</i>	
Program/ <i>Programme</i>			
Alamat/ <i>Address</i>			
Sebab-sebab penarikan diri*/ <i>Reasons for withdrawal*</i>		Tandatangan/ <i>Signature</i>	
		Tarikh/ <i>Date</i>	

\*Sila sertakan surat/ dokumen sokongan, jika ada. *Please attach relevant/ supporting documents, if any.*

**B. ULASAN / SOKONGAN TIMBALAN PENGARAH/ DEPUTY DIRECTOR**

	Tandatangan & Cop Rasmi/ <i>Signature &amp; Official Stamp</i>	
	Tarikh / <i>Date</i>	

C. KELULUSAN PENGARAH / DIRECTOR			
		Tandatangan & Cop Rasmi/ <i>Signature &amp; Official Stamp</i>	
		Tarikh / Date	
D. BAHAGIAN PENTADBIRAN UMKCEE / UMKCEE ADMINISTRATION DIVISION			
Status pelajar telah dikemaskini/ <i>Student's Status updated</i>		<input type="checkbox"/>	Surat telah dikeluarkan/ <i>Letter issued</i>
Catatan <i>Notes</i>		Tandatangan & Cop Rasmi <i>Signature &amp; Official Stamp</i>	
		Tarikh / Date	

**Catatan/ Notes:**

- Salinan Pertama/ *First Copy* - UMKCEE
- Salinan Kedua/ *Second Copy* - Pelajar/ *Students* (Pelajar bertanggungjawab untuk membuat simpanan sendiri/  
*Students are responsible to make own copy*)