

**POSTGRADUATE WORKSTATION APPLICATION FORM
INSTITUTE OF POSTGRADUATE STUDIES
UNIVERSITI MALAYSIA PAHANG**

SECTION A : PERSONAL INFORMATION

(COMPLETE BY STUDENT)

Full Name :		Matric No :	
Programme :		Faculty :	
Contact No :		Email :	
Current Semester & Academic Session :		Enrolment date & Academic session	
Candidature : Part Time/ Full Time		Estimated date will be graduating :	
Main Supervisor Name :		Co-Supervisor Name:	

I declare that the information stated in this application is true.

Signature of Applicant,

Date: _____

SECTION B : VERIFICATION FROM FACULTY

(COMPLETE BY FACULTY)

Student status :		Yes	No
1.	Is an active student?		
2.	Is not given a workstation at the faculty.		
3.	Is given a workstation at the faculty, and the right to use it has not been withdrawn?		
4.	Is not subjected to any disciplinary action		
5.	Is a student Full Time Student		
6.	Application is approve		

I verify that the information given is true.

Signature,

Deputy Dean (Postgraduate Studies & Research)
(Official Stamp)

Date: _____

SECTION C : IPS Office Use

Application Is Rejected			
Reason			
Letter To Student			
Application Is Approved			
Workstation No		Key Given To Student	
Check In Date / Academic Session		Check Out Date / Academic Session	
Deposit Received From Student		Receipt Number	
Remark			

IPS Signature \$ Stamp:

CHECKLIST	
LETTER TO STUDENT (REJECTED)	
STUDENT DECLARATION FORM	
STUDENT RESPONSIBILITY	
DEPOSIT & RECEIPT	
KEY	
WORKSTATION STUDENT ID	