

**GRADUATION CEREMONY NOVEMBER 2013
CONFIRMATION OF ATTENDANCE**

Faculty of Science, Technology, Engineering & Mathematics (FOSTEM)

Programme : DCEI / DEEI / DMEI / DKEI / DQSI

I, _____ holder of
(I.C. No. _____) of (address in full): _____

(Tel: _____)

☐ Will be attending

☐ Will not be attending the above ceremony which will be held on **23 November 2013** at the Multi-Purpose Hall, INTI International University, Nilai. I understand that registration is from **8:30 am – 9:00 am** on that day.

I understand that I will not receive the Diploma until I have satisfied all the requirements.

I further understand that a sum of RM100.00 will be deducted from my deposit if I fail to attend for any reason whatsoever.

My Height is: _____ cm (for Graduation Gown)

I wish to confirm that:

1. Number of invitation cards required for my guests: _____ (**Max. 2**)
2. I ***DO / DO NOT** require transportation from IICS on 23 November 2013 (Charges: RM10.00)
I *** REQUIRE / DO NOT REQUIRE** transportation for my _____ (please state number of guests) guests. **Each guest will be charged RM10.00 for transportation and this is non-refundable.** If your guests require transportation, kindly make payment at the Finance Office and ensure that you return this form to your respective Heads of Programmes after making payment. Only registered graduands and guests with **OFFICIAL RECEIPT** are allowed to board the bus.

Date:

Signature:

* Delete accordingly

Email: _____

FOR FINANCE OFFICE (*payment for transportation*)

Place is guaranteed only when payment is made.

Cash/Cheque no: _____

Amount paid: _____

Receipt no.: _____

Received by: _____

Contact persons: Ms. Lim Soke Foon
(Tel: 06-798 2000 ext. 2073, e-mail: sokefoon.lim@newinti.edu.my)

THIS FORM CAN BE OBTAINED FROM THE GRADUATION WEBPAGE : <http://www.intimal.edu.my/graduation/>. YOU ARE REQUIRED TO REPLY YOUR CONFIRMATION TO ONE OF THE CONTACT PERSONS ABOVE.

IN THE EVENT THAT YOU FAIL TO REPLY BY 4 OCTOBER 2013, YOU WILL BE DEEMED AS NOT ATTENDING THE GRADUATION CEREMONY.