



UniKL
UNIVERSITI
KUALA LUMPUR

**MALAYSIAN INSTITUTE OF AVIATION TECHNOLOGY
DEAN OFFICE**

INTERNAL MEMO

To : **All Students**
From : Deputy Dean, Academic & Technology
Date : 8 December 2017

STUDENT ENTRY TO EXAMINATION HALL/ROOM.

With reference to the above matter, all students are **REQUIRED** to follow this Internal Memo accordingly.

1. Student Examination candidates **MUST bring Student ID and Examination Entry Slip** upon entering the Examination Hall/Room. Without a valid Student ID and Examination Entry Slip candidate will not allow to take the examination.
2. Student Examination candidates who arrives **more than thirty (30) minutes** after the examination has commenced **will not be allowed** to sit for the examination.
3. Student Examination candidates with **NO Student ID** will have to pay RM 40 for the New Student ID. New Student ID will be issued within 15 minutes for Dengkil Campus and next working day for Subang Campus. Academic Services Section for Dengkil Campus and Examination Unit for Subang Campus will issue a Student Verification Slip with stated Validity Date as once off basics.

Students are **required to honor and follow this Internal Memo and University Rules and Regulations (URR) HandBook** accordingly. Failure to follow, students are not allow to take the examination.

Thank you.

Regards,


Mohammad Iqmal Mohd Ali
Deputy Dean
Academic & Technology
UniKL MIA