



UNIVERSITI MALAYSIA PAHANG
AL-SULTAN ABDULLAH

PUSAT PENGURUSAN AKADEMIK
CENTRE FOR ACADEMIC MANAGEMENT

BORANG PERMOHONAN PENANGGUHAN PENGAJIAN
APPLICATION FORM FOR DEFERMENT OF STUDY

	MASALAH KESIHATAN / AKTIVITI AKADEMIK KHAS / AKTIVITI BUKAN AKADEMIK <i>HEALTH / SPECIAL ACADEMIC ACTIVITY / NON-ACADEMIC ACTIVITY</i>	SELAIN SEBAB KESIHATAN / AKTIVITI AKADEMIK KHAS <i>OTHER THAN HEALTH ISSUES / SPECIAL ACADEMIC ACTIVITY</i>
PERAKUAN YANG DIPERLUKAN: <i>REQUIRED CERTIFICATION</i>	Perakuan daripada Pegawai Perubatan Universiti Malaysia Pahang Al-Sultan Abdullah atau Hospital Kerajaan <i>Certified by Medical Officer from UMPSA or government hospital</i>	Perakuan daripada Pegawai Psikologi Jabatan Hal Ehwal Pelajar & Alumni <i>Certified by Psychology Officer from UMPSA's Department of Students' Affair & Alumni</i>
DOKUMEN YANG DIPERLUKAN: <i>REQUIRED DOCUMENTS</i>	(a) Borang permohonan yang telah lengkap diisi. <i>Application form duly filled</i> (b) Surat Permohonan Rasmi Pelajar <i>Student Official Application Letter</i> (c) Surat Perakuan dari Pegawai Kesihatan UMPSA/Hospital Kerajaan <i>Certification by UMPSA or Government Hospital Medical Officer</i>	(a) Borang permohonan yang telah lengkap diisi. <i>Application form duly filled</i> (b) Surat Permohonan Rasmi Pelajar <i>Student Official Application Letter</i> (c) Surat perakuan daripada Pegawai Psikologi UMPSA <i>Certification letter by UMPSA Psychology Officer</i> (d) Surat sokongan daripada Ibu bapa/penjaga <i>Supporting letter from parents or guardians</i>
TARIKH AKHIR PERMOHONAN: <i>APPLICATION DEADLINE</i>	Jumaat (Minggu Ulang Kaji) <i>Friday (Study Week)</i>	
KELULUSAN OLEH: <i>APPROVED BY</i>	Dekan/Timbalan Dekan <i>Dean/Deputy Dean</i>	
TARIKH KUAT KUASA PENANGGUHAN: <i>EFFECTIVE DATE OF DEFERMENT</i>	Tarikh permohonan pelajar <i>As per application date</i>	
TEMPOH MAKSIMUM YANG DIBENARKAN BAGI PENANGGUHAN: <i>MAXIMUM PERIOD ALLOWABLE FOR DEFERMENT</i>	1. Aktiviti Akademik Khas / Aktiviti Bukan Akademik <i>Special Academic Activity / Non-Academic Activity</i> Tidak melebihi satu (1) tahun pengajian sama ada satu (1) semester atau dua (2) semester berturut-turut, <i>Not exceed one (1) academic year either one (1) semester or two (2) consecutive semesters</i> 2. Kesihatan <i>Health</i> Tidak melebihi satu (1) tahun pengajian akademik. <i>Not exceed one (1) academic year</i>	Tidak melebihi satu (1) semester bagi setiap kali permohonan <i>Not exceed one (1) semester for every application</i>



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Semester (*Semester*) : _____ Sesi Akademik (*Academic Session*) : _____

BAHAGIAN A : MAKLUMAT PEMOHON
PART A : PARTICULARS OF APPLICANT

1. Nama (*Name*) :
2. No. Matrik (*Matric No*) : 3. No. MyKad / No. Pasport (*MyKad No/Passport No.*):
3. No. Telefon Bimbit (*Mobile No.*) : 5. Emel (*Email*):
6. Alamat (*Address*) :
7. Program (*Programme*) :
8. Fakulti/Pusat (*Faculty/Centre*) :
9. Status Akademik semasa (*Current Academic Status*):

	KC	KB	P1	P2
PNGK CGPA				
PNG GPA				

10. Adakah anda pernah memohon Penangguhan Pengajian? (*Have you ever applied for deferment?*)

Ya (*Yes*) Tidak (*No*)



11. Peraturan kewangan penangguhan pengajian
Financial Regulations on Deferment of Study

6.3.3 Penangguhan Pengajian Pelajar yang diluluskan permohonan penangguhan pengajian oleh Pihak Berkuasa Universiti pada sesuatu semester dikehendaki menjelaskan yuran seperti berikut:
Students whose application for deferment of study are approved by the University Authority at any semester must settle the fees as follows:

6.3.3.1 Pelajar yang menangguh pengajian dalam tempoh 14 hari selepas semester bermula, bayaran akan dikembalikan selepas ditolak bilangan hari mendiami asrama.
For students who defer their study within 14 days of the semester, payment will be refunded after the deduction of the number of days stayed at the hostel.

6.3.3.2 Jika kelulusan diberi sebelum cuti pertengahan semester berakhir, pelajar dikehendaki menjelaskan separuh dari yuran perkuliahan.
If approval is given before the mid semester break ends, students must settle half of the tuition fee.

6.3.3.3 Sekiranya kelulusan diberi setelah cuti pertengahan semester berakhir, pelajar dikehendaki menjelaskan keseluruhan yuran pengajian.
If approval is given after the mid semester break ends, students must settle student fee in full.

6.3.3.4 Pelbagai yuran lain perlu dijelaskan sepenuhnya untuk perkara 6.3.3.2 dan 6.3.3.3 di atas, manakala yuran asrama mengikut peraturan penarikan diri dari asrama semasa pengajian.
Other fees are required to be settled in full for items 6.3.3.2 and 6.3.3.3 above, while hostel fee is subject to the regulations of withdrawal from hostel while studying.

6.3.3.5 Sekiranya penangguhan pengajian disebabkan masalah kesihatan, semua yuran pengajian pada semester berkenaan akan dikecualikan. Manakala yuran asrama akan dicaj mengikut bilangan hari menduduki.
Medical Leave For students who are approved for deferment due to medical leave by the University Authority at any semester, payment will be refunded after the deduction of the number of days stayed at hostel is considered.

Rujukan : Peraturan Pembayaran Yuran Pelajar Prasiswazah Universiti Malaysia Pahang Al-Sultan Abdullah
Regulation of Students Fee Payment Universiti Malaysia Pahang Al-Sultan Abdullah

Sila tanda (✓) yang mana berkenaan:

Please tick (✓) where applicable:

Saya telah membaca dan bersetuju dengan terma dan syarat yang dinyatakan
I have read and agree to the Terms and Conditions

Tandatangan Pemohon (*Applicant's signature*) :

Nama (*Name*) :

Tarikh (*Date*) :



BAHAGIAN D : PERAKUAN PEJABAT HUBUNGAN ANTARABANGSA / UMPSA ADVANCED EDUCATION
PART D : ACKNOWLEDGEMENT BY CENTRE FOR INTERNATIONAL RELATION / UMPSA ADVANCED EDUCATION

**Hanya untuk pelajar antarabangsa/Pelajar Separuh Masa (Only applicable for International Student/Part Time Student)*

Sila tanda (✓) yang mana berkenaan *(Please tick (✓) where applicable)* :

Disokong *(Recommended)*

Tidak Disokong *(Not Recommended)*

Catatan :
Remarks

.....

..... Tarikh :
Date
Tandatangan & Cop Rasmi
Signature & Official Stamp

BAHAGIAN E : KELULUSAN OLEH DEKAN/TIMBALAN DEKAN FAKULTI/PUSAT
PART E : APPROVAL BY DEAN/DEPUTY DEAN OF FACULTY/CENTRE

Sila tanda (✓) yang mana berkenaan *(Please tick (✓) where applicable)*:

Diluluskan *(Approved)*

Tidak Diluluskan *(Not Approved)*

Catatan :
Remarks

.....

..... Tarikh :
Date
Tandatangan & Cop Rasmi
Signature & Official Stamp

BAHAGIAN F: UNTUK TINDAKAN PUSAT PENGURUSAN AKADEMIK
PART F : ACTIONS TO BE TAKEN BY THE CENTRE FOR ACADEMIC MANAGEMENT

Dokumen diterima pada *(Documents received on)* :
Tarikh kuat kuasa penangguhan *(Effective date of deferment)* :
Surat Kelulusan diproses pada *(Letter of Approval processed & issued on)* :
Status *IMS Academic* dikemas kini pada *(IMS Academic Status updated on)* :

..... Tarikh :
Date
Tandatangan & Cop Rasmi
Signature & Official Stamp