

NOTIS MAKLUMAN
PEJABAT PENGURUSAN AKADEMIK

PERMOHONAN TRANSKRIP AKADEMIK (AWAL)
BAGI GRADUAN YANG BERKEPERLUAN
(PROGRAM SARJANA MUDA DAN DIPLOMA)

1. Pelajar yang berstatus **Graduan** dan berkeperluan boleh membuat permohonan Transkrip Akademik (Awal) mulai **13 Mac 2026**.
2. Pelajar yang berstatus **HUTANG** perlu menjelaskan hutang sedia ada sebelum membuat permohonan.
3. Jumlah bayaran yang akan dikreditkan ke akaun SMAP pelajar adalah seperti berikut :
 - a) RM50.00 - Transkrip sahaja (Ambil di kaunter PPA).
 - b) RM62.00 - Transkrip & bayaran pos (Semenanjung).
 - c) RM68.00 - Transkrip & bayaran pos (Sabah/Sarawak).
4. Pemohon akan menerima satu salinan Transkrip Akademik yang sama semasa Istiadat Konvokesyen UTHM.
5. Permohonan Transkrip Akademik (Awal) boleh dikemukakan melalui pautan berikut dengan menggunakan e-mel rasmi pelajar sahaja:

<https://forms.gle/ERxwHpiVnzD535wF6>
6. Sebarang pertanyaan boleh hubungi En. Syafiq di talian 07-4537687 atau e-mel nsyafiq@uthm.edu.my. Terima kasih.

Pejabat Pengurusan Akademik
10 Mac 2026



INFORMATION NOTICE
OFFICE OF ACADEMIC MANAGEMENT

**ACADEMIC TRANSCRIPT (EARLY) APPLICATION
FOR IN NEED GRADUATES
(BACHELOR DEGREE AND DIPLOMA PROGRAMME)**

1. *In need students with **Graduate** status may apply for an Academic Transcript (Early) starting **March 13th, 2026**.*
2. *Students with **DEBT** status need to settle existing debts before applying.*
3. *The amount of payment that will be credited to the student's SMAP account is as follows:*
 - a) *RM 50.00 - Transcript only (Self pickup at the PPA counter).*
 - b) *RM 62.00 - Transcript & postage to Peninsular Malaysia.*
 - c) *RM 68.00 - Transcript & postage to Sabah/Sarawak.*
4. *Applicants will receive the same Academic Transcript during the UTHM Convocation Ceremony.*
5. *Application for (Early) Academic Transcript can be performed via the following link using the student's official e-mail only:*

<https://forms.gle/ERxwHpiVnzD535wF6>
6. *For further inquiries, please contact Mr. Syafiq at 07-4537687 or e-mail nsyafiq@uthm.edu.my. Thank you.*

Office of Academic Management
March 10th, 2026

