

## MPI GRADUATION IMPORTANT MATTERS

**Registration Fee & Deposit** : RM 150 + RM 50 Deposit (for diploma graduand)  
RM 190 + RM 50 Deposit (for degree graduand/ ACCA)

**Payment** : Online transfer payable to:  
**PILLEY EDUCATION ENTERPRISE SDN. BHD.**  
**PUBLIC BANK BHD.**  
**ACCOUNT NO.: 311-311-4719**

**Contacts** : Admin Office  
Tel: 084-322268  
Fax: 084-320623  
Email: [mpi@pilley.edu.my](mailto:mpi@pilley.edu.my)

**MPI website for details** [www.pilley.edu.my](http://www.pilley.edu.my)

### Important Dates

Timeframe	Time	Event/ Important matters	Venue/ remarks
13 Aug 2020	-	Confirmation of Graduand list	MPI Website
13 -19 Aug 2020	-	1. Complete graduation registration form 2. Pay fee through online & take screenshot 3. Complete MoHE Graduate Tracer Study <a href="http://graduan.mohe.gov.my/v/">http://graduan.mohe.gov.my/v/</a> & take screenshot  Email item 1-3 to <a href="mailto:ai.ling@pilley.edu.my">ai.ling@pilley.edu.my</a>	Form available at MPI website  Refer MPI website for details
21 Aug 2020	8:00am – 3.00pm	Collect graduation gown	Admin Office
22 Aug – 2 Sep 2020	-	Graduands and guests to complete online Health Declaration Form <a href="https://docs.google.com/forms/d/1hdXxDGQkV-NC9mtuz7Gos7-uKd5RO2e2K4KC26o2HE8/edit">https://docs.google.com/forms/d/1hdXxDGQkV-NC9mtuz7Gos7-uKd5RO2e2K4KC26o2HE8/edit</a>	-
4 Sep 2020 (Fri)	7:30am	Report at MPI	Admin Office
	8.00am	Graduands to enter the Hall	Wei Kuok Hall
	8:30am	Briefing starts	Wei Kuok Hall
	9:00 – 11:00am	MPI 27 <sup>th</sup> Graduation Ceremony	Wei Kuok Hall
	11:00am – 3:00pm	Return graduation gown Collect certificate & transcript	Admin Office
14 Sep 2020 (Mon)	8:00am – 3:00pm	1. Return graduation gown collect photos & RM 50 (Deposit) 2. Certificates & transcript	Admin Office  Academic office

### Remarks:

1. Graduands can invite maximum 2 guests to come during Graduation Day, but they are **NOT allowed to enter Wei Kuok Hall** to attend the Graduation Ceremony. They can watch the live streaming of Graduation Ceremony at Lecture Hall 1, 2 & 3.
2. COVID-19 Preventive Measures SOP are to be observed in MPI campus at all time
3. For **late return** of graduation attire, a **late-fee charge of RM 50** will be imposed. However, if permission for late returning is granted, no penalty will be charged. Losses and/or damage to any part of the gowns, hoods, mortar boards or scroll holders will result in the forfeiture of the deposit.
4. Deposit will be refunded upon the returning of graduation attire in good condition and collection of graduation photos.