

卫理毕理学院

Methodist Pilley Institute

Jalan Lily, 96000 Sibu, Sarawak, Malaysia

Tel: +60(84) 322268 Fax: +60(84) 320801/ 320623 email: mpi@pilley.edu.my

APPLICATION TO CHANGE PROGRAMME

Effective 1 August 2021, a sum of RM150 transfer fee is charged for change of UCSI programmes.

To be eligible to change programme, you must:-

- ✓ have completed at least one full-time semester of study in your current course.
- ✓ have met the latest course entry requirements of the new academic programme for which you wish to apply.

1. PERSONAL DETAILS			
Name:		Telephone (H):	
NRIC:		Mobile No:	
Gender:	☐ Female ☐ Male	Email:	
2. CHANGE OF ACADEMIC PROGRAMME			
Academic programme you are currently enrolled to:		Semester and year you commenced the current programme:	
Academic programme you wish to change to:		Semester and year you wish to commence the new programme:	
Reason(s) for changing to this programme:			
Do you wish to apply for credit transfer/ exemption based on subjects already taken? YES ☐ NO ☐ (Please fill in the application form on the next page and attach all relevant academic transcripts/ documents.)			
Signature of Student:		Signature of Parent/ Guardian:	
Date:		Date:	
Signature of Mentor:			
Date:			
FOR OFFICE USE ONLY			
RECOMMENDATION TO MAKE AN OFFER			
Awarded Programme:			
Is the student granted the credit transfer/ exemption for subject(s) taken at MPI? YES ☐ NO ☐		If YES, please indicate your assessment of credit transfer/ exemption on the next page.	
Other special requirements/ conditions			
RECOMMENDATION NOT TO MAKE AN OFFER			
☐ Not academically qualified		Other reason(s) – please specify	
AUTHORISED BY DEPARTMENT			
Name of Faculty/ School		Name of Head of Department	
		Signature & Date	

APPLICATION FOR CREDIT TRANSFER/ EXEMPTION WHEN CHANGING PROGRAMME

[illegible]

AUTHORISED BY DEPARTMENT

AUTHORISED BY DEPARTMENT		
Name of Faculty/ School	Name of Head of Department	Signature & Date