



**UNIVERSITI TUN HUSSEIN ONN MALAYSIA  
APPLICATION FOR TERMINATION OF STUDY**

**Director  
Academic Management Office  
Universiti Tun Hussein Onn Malaysia**

Dear Sir,

**APPLICATION FOR TERMINATION OF STUDY**

I would like to request for study termination in Semester \_\_\_\_\_ of Session \_\_\_\_\_ and I have done the following:

<b>ACTION</b>	<b>VERIFIED BY</b>	<b>REMARKS</b>
i. Returned all items belonging to the Faculty, including my room key.	_____ Assistant Registrar	
ii. Returned my hostel room key.	_____ Residential College	
	_____ Student Affairs	
iii. Returned all sports and other equipment.	_____ Sport Centre	
iv. Settled all outstanding payments.	_____ Bursary	
v. Returned all library books.	_____ Library	
vi. Returned my Matriculation Card	_____ Academic Management Office	

2. The reason(s) for my termination is/are:

\_\_\_\_\_

Yours sincerely,

\_\_\_\_\_

**Date** : \_\_\_\_\_  
**Name** : \_\_\_\_\_  
**Identity Card No.** : \_\_\_\_\_ **Matriculation No. :** \_\_\_\_\_  
**Year / Programme** : \_\_\_\_\_  
**Date of Registration** : \_\_\_\_\_  
**Mailing Address** : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Telephone No.** : ( ) \_\_\_\_\_

**For the action of the Academic Management Office**

The following has been done:

i) Letter of Approval       ii) Amendment of Student's Record in the SMP

Name : \_\_\_\_\_

Signature : \_\_\_\_\_ Date : \_\_\_\_\_