



**BORANG PERMOHONAN PEMULANGAN BON PERIBADI
APPLICATION FOR PERSONAL BOND REFUND**

Arahan: Sila lengkapkan borang ini dan tandakan yang mana berkaitan. Dokumen yang perlu dilampirkan adalah sepertimana di mukasurat 2.
Instruction: Please complete this form and tick if applicable. The list of supporting documents for submission is in page 2.

**BAHAGIAN A : UNTUK DILENGKAPKAN OLEH PELAJAR
SECTION A: TO BE COMPLETED BY STUDENT**

Nama Name	:			
No. Matrik Matric No.	:	No. Telefon Bimbit: Handphone No.:		
No. Pasport Passport No.	:	Tahap Pengajian: Level of Studies:	Doktor Falsafah Doctor of Philosophy	
Negara Country	:		Sarjana Master	
Emel Email	:		Sarjana Muda Bachelor Degree	
Fakulti Faculty	:			
Sebab pemulangan Reason for Refund	:	<input type="checkbox"/> Menamatkan pengajian Completion of study	<input type="checkbox"/>	<input type="checkbox"/> Menarik diri dari pengajian Withdrawal from studies

Saya dengan ini mengesahkan bahawa saya telah menamatkan pengajian / menarik diri dari pengajian di UMK dan memohon:
I hereby confirmed that I have completed my studies / withdrawn from my studies at UMK and wish to:

<input type="checkbox"/> Untuk pemulangan bon peribadi Request for a refund of personal bond	<input type="checkbox"/> Menyumbangkan bon peribadi kepada tabung endowmen universiti Contribute personal bond to University Endowment Fund
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Tandatangan Pelajar:
Students's Signature:

Tarikh:
Date:

**Lengkapkan bahagian ini sekiranya anda memilih untuk pemulangan bon peribadi.
Please complete this section if you hereby apply for a refund of personal bond.**

<input type="checkbox"/> Sila bayar / pindahkan pemulangan ke akaun bank saya di Malaysia Please pay / transfer the refund to my bank account in Malaysia	<input type="checkbox"/> Sila bayar / transfer pemulangan ke akaun bank luar negara Please pay / transfer the refund to my foreign bank account
Nama Bank: Bank's name:	Nama Bank: Bank's name:
Akaun no.: No. akaun	Akaun no.: No. akaun
	Alamat Bank: Bank address
	Kod bank: Bank Code:
	No. IBAN/ No.Swift Code:

**BAHAGIAN B : PENGESAHAN OLEH PUSAT ANTARABANGSA
SECTION B: CONFIRMATION BY UMK INTERNATIONAL**

Kami bersetuju / tidak bersetuju agar bon peribadi dipulangkan kepada pelajar dengan alasan berikut:
We agree / disagree to have the personal bond refunded to the above student based on the following reason(s):

Tandatangan & Cop
Signature & Stamp

Tarikh:
Date

**BAHAGIAN C : UNTUK KEGUNAAN PEJABAT BENDAHARI
SECTION D: FOR BURSAR'S OFFICE USE**

Komen
Comment

Tandatangan & Cop
Signature & stamp

Tarikh
Date

**PANDUAN PEMULANGAN BON PERIBADI
GUIDELINES FOR PERSONAL BOND REFUND**

**PENTING:
IMPORTANT:**

1. Meninggalkan Malaysia tanpa membatalkan pas pelajar anda akan menyebabkan pelucutan hak bon peribadi anda oleh Imigresen Malaysia dan boleh menimbulkan masalah sekiranya pelajar memutuskan untuk memohon ke Universiti lain di Malaysia / memohon visa lain di Malaysia.

Leaving Malaysia without cancelling your student pass will result in the forfeiture of your Personal Bond deposit by Immigration Malaysia and may cause complications if student decides to apply for another University within Malaysia/ to apply for another visa in Malaysia.

2. Bon peribadi hendaklah dituntut semula oleh pelajar dalam tempoh satu tahun dari tarikh penamatan pengajian/ tarikh penarikan diri di Universiti dan mematuhi peraturan yang ditetapkan oleh Jabatan Imigresen Malaysia.

Personal Bonds shall be reimbursed by the student within one year from the date of termination/ date of withdrawal at the University and in accordance with the regulations set by the Immigration Department of Malaysia.

3. Bon peribadi yang tidak dituntut selepas tempoh setahun, akan dihantar ke Pendaftar Wang Tak Dituntut (WTD), Jabatan Akauntan Negara Malaysia.

Unclaimed personal bond which is not claimed within a year from the date of termination/ withdrawal, will be sent to the Registrar of Unclaimed Money (WTD), Accountant General's Department of Malaysia.

4. Dokumen yang diperlukan untuk permohonan adalah seperti berikut:

Supporting documents required for this application are as follows:

<i>Menamatkan pengajian Completion of study</i>	<i>Menarik diri dari pengajian Withdrawal from studies</i>
i. Salinan sijil Ijazah <i>A copy of degree certificate</i>	i. Surat Tamat Pengajian dari Bahagian Pentadbiran Akademik / Pusat Pengajian Siswazah <i>Official withdrawal letter from Academic Administration Division / Centre of Postgraduate Studies</i>
ii. Bukti pembayaran bond peribadi <i>Proof of payment/ receipt of personal bond</i>	ii. Bukti pembayaran bond peribadi <i>Proof of payment/ receipt of personal bond</i>
iii. Salinan tiket kapal terbang ke negara asal <i>A copy of return flight ticket to home country</i>	iii. Tiket kapal terbang ke negara asal <i>A copy of return flight ticket to home country</i>
iv. Pasport pelajar (untuk pembatalan pas pelajar) <i>Student's passport (for student's pass cancellation)</i>	iv. Pasport pelajar (untuk pembatalan pas pelajar) <i>Student's passport (for student's pass cancellation)</i>
v. Salinan Penyata Bank <i>A copy of the bank statement</i>	v. Salinan Penyata Bank <i>A copy of the bank statement</i>
vi. Surat Kebenaran Pembayaran Ke Akaun Bank Pihak Ketiga (sekiranya bukan bank akaun pelajar) <i>Authorization letter For Payment To Third Party Bank Account (If the bank account is not belong to the students)</i>	vi. Surat Kebenaran Pembayaran Ke Akaun Bank Pihak Ketiga (sekiranya bukan bank akaun pelajar) <i>Authorization letter For Payment To Third Party Bank Account (If the bank account is not belong to the students)</i>