

PERSONAL BOND REFUND APPLICATION FORM

INSTRUCTION : Please provide us information as below. Students are required to get verification from International Office (Part E) before submit this form to Student Finance Division, Bursary's Office. Incomplete form will not be processed. Please take note that Part D is for Postgraduate Student only.

A- STUDENT DETAILS

NAME : _____
 MATRIC NUMBER : _____ PASSPORT NUMBER : _____
 MOBILE TELEPHONE NUMBER : _____ EMAIL : _____
 REASON FOR REFUND : _____
 ADDRESS : _____

B- REFUND DETAILS & PAYMENT TYPE

Please indicate if the transfer is to you or a third party's account (Please tick one)

Self Third party (Kindly fill up third party's details)

Third Party's Details

Name : _____
 Relationship with student : _____
 Matric Number : _____
 Passport Number : _____
 Address : _____

 Mobile Telephone Number : _____
 Email : _____

Note: Kindly attach student matric card & passport for both students (compulsory)

Payment Type: (Please tick one)

Electronic Funds Transfer (Malaysia Bank Account)

Account Holder's Name : _____
 Account Number : _____
 Bank Name : _____
 Bank Address : _____

International Money transfer (Overseas Bank Account)

Account Holder's Name : _____
 Account Number : _____
 Bank Name : _____
 Bank Code : _____ Branch Code : _____
 SWIFT code : _____ IBAN (If applicable) : _____
 Bank Address : _____

 Bank Telephone Number : _____

C- DECLARATION

I declare that the information on this form is true and complete and that it is my responsibility to provide all necessary documentation to support my request for refund,

If the refund method selected is via a third party, I accept that by signing this form I have authorized UMP to pay my refund payment to the third party account holder as specified on this form.

I accept that any fees owing to UMP will be deducted from any refund payable.

I hereby acknowledge that this refund application will be processed in accordance with the UMP rules and regulations.

Signature : _____
Student Name : _____
Date : _____

D- HOSTEL MANAGEMENT OFFICE VERIFICATION (FOR POSTGRADUATE STUDENT ONLY)

Confirmation on hostel outstanding debt

Student Name : _____
Matric Number : _____

No outstanding debt
 Outstanding debt (please state : RM _____)

Signature & Stamp : _____
Date : _____

E- INTERNATIONAL OFFICE VERIFICATION

Student Name : _____
Matric Number : _____

We agree / disagree the personal bond fee refunded to student due to :

Signature & Stamp : _____
Date : _____

F- BURSARY OFFICE USE ONLY

Confirmation on hostel outstanding debt:

PIE ID checked	<input type="checkbox"/>	Outstanding : Y/N?	RM _____
Degree ID checked	<input type="checkbox"/>	Outstanding : Y/N?	RM _____
Postgraduate ID checked	<input type="checkbox"/>	Outstanding : Y/N?	RM _____

Comment :

Signature & Stamp : _____
Date : _____