

# COLLECTION OF THE OFFICIAL CERTIFICATE AND ACADEMIC TRANSCRIPT

Detail on collection of the Official Certificate & Academic Transcript as below:

<i>DATE</i>	<i>DAY / TIME</i>	<i>LOCATION</i>
1. 17 <sup>th</sup> December 2023	<b>Sunday</b> 2.00 pm - 4.00 pm	<b>ALL GRADUATES</b> Dewan Canselor Tun Abdul Taib Mahmud, UTS <b>Mezzanine Floor</b> No. 1, Jalan Universiti 96000 Sibul Sarawak

2. Graduates will be required to settle all outstanding bills including the penalty before collecting their certificate and academic transcript.

## Mode of Collection:

1. Self-Collect
2. By Representative (Kindly complete the **Authorization Graduate Document Collection Form**)
3. By Post (Kindly emailed us the details such as your name, Identity Card Number, Recipient's Address, Contact Number, etc)

*\*The University is not to be held responsible for any damage/loss/delay caused by the courier services during the delivery of the documents.*

4. Collection of the Official Certificate & Academic Transcript through a representative is allowed but the graduates must ensure that the representative brings along the above items (**Authorization Graduate Document Collection Form**).