IIUM Centre for Continuing Education (ICCE)

ASSESSMENT FORM FOR CREDIT TRANSFER FROM OTHER UNIVERSITIES/COLLEGES/INSTITUTIONS

CRITERIA FOR TRANSFER OF CREDIT
Please read carefully the following criteria of transfer of credit

1. The institutions/colleges must be recognized by the Malaysian government and IIUM.
2. Minimum grade for credit transfer for diploma holders shall be 'B' grade or its equivalent and a good pass.
3. Comparability in terms of depth and content.
4. Maximum credits for transfer credit is 30% of the total graduation requirements of the programme.
5. Courses taken within 5 years prior to admission to IIUM/other maximum validity period accepted by Kulliyyah.

This application form will only be processed subject to submission of the following documents:

1. Transcript/result slips (showing course title and grade);
and
2. Course outline/syllabus/description/curricular.

For Office Use Only

CHECKLIST: (OFFICE USE) *please (/) which is applicable	Yes*	No*
1. Course outline/syllabus		
2. Transcript/result slips		
3. Date submitted (by student)		

I HEREBY AGREE THAT A FEE OF **RM50.00 PER COURSE** BE IMPOSED ON ME FOR TRANSFER CREDIT

SIGNATURE: _____

DATE   : _____

PART A, B & C: TO BE FILLED IN BY THE APPLICANT (Please Write Clearly)

PART A: PERSONAL DETAILS OF STUDENT

1. Name   : _____

2. Matric no   : _____

3. Programme   : _____

4. Email   : _____

5. Hp no   : _____

PART B: INFORMATION ON PREVIOUS INSTITUTION

1. Name of Previous Institution   : _____

2. Name of Diploma   : _____

PART C: COURSES TO BE CONSIDERED FOR CREDIT TRANSFER (please attach ALL copies of the relevant course outlines / syllabus / description)			
Course code taken		**Course title taken**	
Course code IIUM		**Course title IIUM**	
Evaluations			
Syllabus coverage (based upon the course outline submitted by the student)			
Types of tests/assignments/exams		Accepted / Reject	
Textbook / Recommended readings		Accepted / Reject	
Overall evaluation by the assessing lecturer		**Comments and recommendation by Executive Director of ICCE**	
Signature & Official Stamp: Date : ☐ Approved ☐ Reject		Signature& Official Stamp : Date : ☐ Approved ☐ Reject	