

# REASSESSMENT APPLICATION FORM

## Malaysia Campus

### Personal Details

|                |  |                       |  |
|----------------|--|-----------------------|--|
| Student name:  |  | Student ID:           |  |
| Programme:     |  | Year of Study:        |  |
| Nationality:   |  | NRIC/Passport Number: |  |
| Email address: |  | Contact Number:       |  |

### Examination Details

| Course Code                                                                                                                                                                                                                                                                                                                                                                                        | Title of Course | Fee<br>MYR 200/MYR 212*<br>per course <sup>#</sup> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                    |                 |                                                    |
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| <i># If you are taking reassessments due to approved mitigating circumstances, you do not need to pay reassessment fee but the form must be completed and submitted.</i><br><i>* In accordance with the expanded provisions under the Service Tax Act 2018, the fee amount may include a 6% Sales and Service Tax (SST), applicable only to non-Malaysian citizens for education-related fees.</i> |                 | <b>Late fee MYR</b><br>(if applicable)             |
|                                                                                                                                                                                                                                                                                                                                                                                                    |                 | <b>Total fee payable MYR</b>                       |

### Student Declaration

I hereby make application to present myself or submit work for re-assessment in the above courses and enclose a fee of **MYR 200/MYR 212\*** per course. I understand that I am required to abide by the regulations of the University and to conform to its discipline procedures.

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

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

### Method of Payment

#### 1. Online Transfer

|              |                                                                              |
|--------------|------------------------------------------------------------------------------|
| Payee Name   | HERIOT-WATT UNIVERSITY MALAYSIA SDN BHD                                      |
| Bank Name    | Malayan Banking Berhad                                                       |
| Account no.  | 5140-1102-2817                                                               |
| Bank address | 1st Floor, Menara Maybank, 100 Jalan Tun Perak, 50050 Kuala Lumpur, Malaysia |
| Swift code   | MBBEMYKL                                                                     |

#### 2. By Cheque / Bank draft

#### 3. Credit card / Debit card / Cash / Touch'n Go eWallet payment can be made at Student Service Centre [SSC] counter only

This form should be returned to Malaysia Student Service Centre, Heriot-Watt University Malaysia  
Campus email: [student-services-malaysia@hw.ac.uk](mailto:student-services-malaysia@hw.ac.uk) along with the proof of payment.

|                        |      |
|------------------------|------|
| <b>For Office use:</b> |      |
| Total fees paid MYR    | Date |