



# REPLY SLIP

**Closing Date :**  
(For Registration and Full Payment)

**Saturday, 13<sup>th</sup> October 2018**

Event: **KDU Academic Convocation**  
Venue: **KDU University College, Utropolis, Glenmarie**  
Date: **Saturday, 27<sup>th</sup> October 2018**

**Closing date extended to  
20<sup>th</sup> October 2018**

Registration and payment can be made at the Admissions & Bursary Department at KDU Glenmarie or Damansara Jaya campus.  
Registration can also be done by submitting the **Reply Slip** and **payment receipt** to [convo@kdu.edu.my](mailto:convo@kdu.edu.my)

Name (As per NRIC / Passport)			
Mailing Address			
NRIC / Passport No.		Student ID	
Contact No.		Email	
Programme Completed	Please <input checked="" type="checkbox"/> [ ] Diploma [ ] Degree [ ] Master	Programme Title	
Special seating arrangement : <i>Graduands or their guests who need special seating arrangements due to injury / illness / wheelchair bound should email to <a href="mailto:convo@kdu.edu.my">convo@kdu.edu.my</a> at least 1 week before the Convocation.</i>			Please <input checked="" type="checkbox"/>

ITEMS	PARTICULARS	please <input checked="" type="checkbox"/>	PRICE
1	<p><b><u>Participation Fee</u></b> Inclusive of graduation attire and scroll, 2 guest tickets, photo package and refreshments. Graduation attire includes mortarboard (for degree &amp; Master graduands only), gown and hood. Photo package includes :-</p> <ul style="list-style-type: none"> <li>a) 1 copy 4R, 5R &amp; 8R sized stage photo (full pose)</li> <li>b) 1 copy 12" size Group Photo</li> <li>c) 1 copy 5R non-edited Graduate Photo (to be taken at the Photo Studio on the 3<sup>rd</sup> floor on the Convocation day) – <i>Extra charges apply for touch-up</i></li> <li>d) 1 copy photo CD containing softcopy of item (a)</li> </ul> <p><i>Please note that there will be no additional guest tickets issued. There will be a live telecast of the proceedings in the lecture theater.</i></p>	<input checked="" type="checkbox"/>	<p>RM 600.00 <i>(inclusive of RM 100.00 refundable deposit)</i></p>
2	<p><b><u>Extended Robe Rental (1 set)</u></b> Collection &amp; return for 1 week's use</p> <ul style="list-style-type: none"> <li>• Collection : 25<sup>th</sup> &amp; 26<sup>th</sup> October 2018 (Thursday &amp; Friday) at outside Dato' Teo Hang Sam Auditorium, 3A Floor, KDU University College, Utropolis, Glenmarie.</li> <li>• Return : 30<sup>th</sup> October – 5<sup>th</sup> November 2018 to the Student &amp; Alumni Centre at KDU University College, Utropolis, Glenmarie or KDU College, Damansara Jaya.</li> </ul> <p><i>* RM 50.00 per week will be imposed for the late return of the graduation attire (after 5<sup>th</sup> November 2018).</i> If payment for extended robe rental is not made upon registration for the Convocation, RM 50.00 per week will be imposed for the late return of the graduation attire (after 29<sup>th</sup> October 2018)</p>	<input type="checkbox"/>	<p>RM 50.00</p>
<b>TOTAL</b>			

**Important:**

- Registration for the Convocation will not be accepted after the closing date.

**Note :**

- CASH & CREDIT CARD payment can be made at KDU University College or KDU College.
- Refer overleaf for more modes of payment.
- Postdated cheques will not be accepted.
- Make a photocopy of the Reply Slip for your reference.
- Payment for the Convocation is not refundable.
- In the event of technical failure or any unforeseen circumstances, the Company's liability will only be limited to a full refund payment.

For payment by cheque  
Bank : \_\_\_\_\_  
Cheque No: \_\_\_\_\_  
Place: \_\_\_\_\_  
Amount: RM \_\_\_\_\_

Graduand's Signature

For Office Use Only  
Amount received : \_\_\_\_\_  
Payment method : Cash / Cheque / Credit Card / Direct Bank-in  
Tickets issued : \_\_\_\_\_  
Attended by : \_\_\_\_\_  
Date : \_\_\_\_\_