



REPLY SLIP

Closing Date :
(For Registration and Full Payment)
Saturday, 21st October 2017

Event: **KDU Academic Convocation**
Venue: **KDU University College, Utropolis, Glenmarie**
Date: **Saturday, 4th November 2017**

Name (As per NRIC / Passport) _____

Mailing Address _____

NRIC / Passport No. _____ Student ID _____

Contact No. _____ Email _____

Programme Completed : Diploma Degree Master _____

Special seating arrangement : *Graduands or their guests who need special seating arrangements due to injury/ illness/ wheelchair bound) should email to convo@kdu.edu.my at least 1 week before the Convocation.*

ITEMS	PARTICULARS	please <input checked="" type="checkbox"/>	PRICE (inclusive of GST)
1	<p>Participation Fee Inclusive of graduation attire and scroll, 2 guests tickets, photo package and vouchers for refreshments. Graduation attire includes mortarboard (for degree & Master graduands only), gown and hood. Photo package includes :- a) 1 copy 4R, 5R & 8R size stage photo (full pose) b) 1 copy 12" size Group Photo c) 1 copy 5R Close-up Graduate Studio Photo (No editing) – <i>Extra charges apply for touch-up</i> d) 1 copy photo CD containing softcopy of item (a)</p> <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"/>	RM 630.00 (RM 100.00 refundable deposit)
2	<p>Extended Robe Rental (1 set) Collection & return for 1 week's use: <input type="checkbox"/></p> <ul style="list-style-type: none"> Collection : 2nd & 3rd November 2017 (Thursday and Friday) at Dato' Teo Hang Sam Auditorium, 3A Floor, KDU University College, Utropolis, Glenmarie. Return : 7th – 14th November 2017 to the Student & Alumni Centre at KDU University College, Utropolis, Glenmarie or KDU College, Damansara Jaya. <p><i>*RM50.00 per week will be imposed for the late return of the graduation attire (after 14th November 2017)</i> Note well: • If payment for extended robe rental is not made upon registration for the convocation, RM50 per week will be imposed for the late return of the graduation attire (after 6th November 2017)</p>	<input type="checkbox"/>	RM 53.00
TOTAL			

Important:

- Registration for the Convocation will not be accepted after the closing date.
- Registration for the Convocation is to be done directly with the Admissions and Bursary Department.

Note :

1. CASH & CREDIT CARD payment can be made at KDU University College.
2. All cheques should be crossed and made payable in favour of "KDU University College Sdn. Bhd."
3. Refer overleaf for more modes of payment.
4. Post dated cheques will not be accepted.
5. Reply Slip together with payment (by cheque only) are to be mailed or submitted personally to KDU University College or KDU College.
6. Make a photocopy of the reply slip for your reference.
7. Payment made for the Convocation are not refundable.
8. In the event of technical failure or any unforeseen circumstances in 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 : _____