



UNIVERSITI
MALAYSIA
KELANTAN

UMK/A10/11/2022

Tarikh Kuatkuasa / Effective Date: 17/02/2022

APPLICATION FORM FOR OFFICIAL LETTER

MALAYSIAN GRADUATE SCHOOL OF ENTREPRENEURSHIP & BUSINESS (MGSEB)

*Note : Application for official letter from MGSEB should be made for at least five (5) working days before collecting .
Please complete all the information needed.*

Name of Applicant:			
Student ID:			
Identity Card / Passport No.:			
Mailing Address:			
Tel. No.:		Email	
Programme:		Mode of Studies	Part Time <input type="checkbox"/> Full Time <input type="checkbox"/>
Intake:	February/March June/July September/October		
Current Academic Session:			

Letter to Whom :

Name:	
Full Address:	
Tel. No.:	
Email:	

Purpose of the Letter:

Data Collection

Industry Visit

Others
(please state): _____

**Kindly attach the "Supporting Document" if necessary.*

Student's Signature: _____ Date: _____

FOR OFFICE USE:

Recipient' Signature: _____ Tel. No.: _____

Recipient' Name: _____ Date: _____