



**SOKONGAN (SUPPORT)  
KEWANGAN (FINANCE)**

**PEJABAT BURSAR  
(BURSAR'S OFFICE)**

**Kod Dokumen / (Document Code): SOK/KEW/BR001/BUY**

**BORANG PENDAFTARAN PEKERJA/INDIVIDU  
(STAFF /INDIVIDUAL REGISTRATION FORM)**

Sila tandakan (✓) pada kotak berkenaan  
(Please tick(✓) at the relevant box)

Untuk Kegunaan Pejabat Bursar  
For Use of Bursar's Office  
No. ID  
ID No :

Jenis Permohonan : (i) Pendaftaran Baharu  (ii) Kemaskini   
(Type of Application) (New Registration) (Update)

Kategori : (i) Pekerja  (ii) Individu  :.....  
(Category) (Staff) (Individual)

(Sila nyatakan Please State)

1. Nama (Name)	:			
2. No. Pekerja/Matrik (Staff/Matric No.)	:			
3. No. K.P/Passport (NRIC No./Passport)	:			
4. Alamat (Address)	:			
		Poskod (Postcode)		Negeri (State)
5. No.Telefon (Telephone No.)	:			
6. No. Faks (Fax No)	:			
7. E-mel (E-mail)	:			
8. Nama dan Alamat Bank Untuk Pembayaran Dibuat: (Name and Bank Address For Payment Purposes:)				
Nama Bank (Name of Bank)	:			
Alamat (Cawangan) (Address (Branch))	:			
No. Akaun Bank (Bank Account No.)	:			

NO SEMAKAN: 06  
(REVIEW NO.)

NO. SEMAKAN: 02  
(ISSUE NO.)

TARIKH KUATKUASA: 14/08/2020  
(EFFECTIVE DATE)

9. Saya mengesahkan maklumat di atas adalah benar dan disertakan dokumen sokongan seperti berikut untuk pendaftaran serta bersetuju dengan pelaksanaan bayaran secara terus ke akaun bank (EFT).  
*(I have verified that the above information is true and enclosed are the supporting documents for registration and I agree that payment is done directly to the bank account (EFT).)*
- (i) Salinan surat arahan pembayaran daripada PTJ/Surat lantikan   
*(Copy of payment instruction from PTJ/Appointment letter)*
  - (ii) Salinan kad pengenalan/passport   
*(Copy of NRIC/Passport)*
  - (iii) Salinan buku bank/penyata bank terkini   
*(Copy of bank book/latest bank statement)*

\_\_\_\_\_  
 (Tandatangan Pemohon)  
*(Signature of Applicant)*

Pengesahan: \_\_\_\_\_  
*(Verification)* (Tandatangan & Cap PTJ)  
*(Signature & PTJ's Stamp)*

**(Kegunaan Pejabat Bursar)**  
***(For Use of Bursar's Office)***

Semakan :  Lengkap  Tidak Lengkap Ulasan: \_\_\_\_\_  
*(Review) (Complete) (Incomplete) (Comment)*

Tarikh Semakan:  
*(Date of Review)*

Nota : Bagi permohonan kemaskini, sila lampirkan dokumen sokongan berkaitan. (Contoh: penyata bank)  
*Note: For update application, please attach relevant supporting documents (Example: bank statement)*