



**( NEED TO BE FILL IN 2 COPIES)**

<input type="checkbox"/>	Amendment of Date	<input type="checkbox"/>	Amendment of Venue
<input type="checkbox"/>	Amendment of Programme Name	<input type="checkbox"/>	Cancellation of Programme

*( Please tick 'X' in the appropriate space )*

**1. APPLICANT DETAILS**

Name of Programme Director : .....

Name of Applicant : .....

Associations / Clubs : .....

Telephone (H/P) : .....

Date : ..... Signature of Applicant : .....

**2. INFORMATION OF PROGRAM / ACTIVITIES**

Name of Programme : .....

Activity Code : ..... *(Please refer in Student Activity System)*

Date : .....

Venue : .....

*(Please enclose a copy of the Programme / Activity Approval Letter)*

**3. INFORMATION OF AMENDMENT**

1st Time  2nd Time  3rd Time

*(\*please attach a copy of the previous approval form & new programme tentative )*

Name of Programme : .....

Date : .....

Venue : .....

***\*Justify the amendment  
of Activity Information  
(MANDATORY)***

**REVIEW / SUPPORT FROM ADVISOR / COLLEGE PRINCIPALS**

Review/Comment : .....

Date : ..... Signature : .....  
& Official Stamp

**APPROVAL FROM OFFICE OF STUDENT AFFAIRS**

APPROVED  NOT APPROVED

Comments : .....

Date : .....

Signature & Official Stamp  
o/b : Deputy Vice Chancellor  
Student Affairs, UTM