

EXCHANGE - LEAVE OF ABSENCE

It is hereby confirmed that, I

Mr./Ms. _____

from the Faculty of : _____

is enrolled as Outbound Student Exchange

at Host Institution _____

during summer/spring/fall/winter/ term 201_

for the while

from

to

day, month, year

day, month, year

shall absence in Trimester
at MMU

from

to

trimester, year

trimester, year

back to MMU for studies

trimester, year

Date

Signature (student)

****Submission to ERU should be by Week 7 to avoid status being DISMISSED if fail to do so****

To be sent to:
Registrar's Office,
Exam Record and Admission,
Multimedia University,
Persiaran Multimedia,
63100 Cyberjaya,
Selangor, Malaysia.
Tel. : +603 8312 5109
Fax : +603 8312 5088

Registrar's Office,
Exam Record and
Admission,
Multimedia University,
Jalan Ayer Keroh,
63100 Cyberjaya,
Selangor, Malaysia.
Tel. : +606 252 3119
Fax : +606 231 8148