



**UNIVERSITI TEKNOLOGI MALAYSIA**  
**81310 UTM JOHOR BAHRU**  
**JOHOR DARUL TAKZIM**  
**MALAYSIA**  
**www.utm.my**

**Application Form For Duplicate Copy  
(Degree, Diploma or Graduate Certificate)**

**1.0 Important Informations**

- 1.1 The Duplicate Copy only be issued in the name which appeared on the original certificate.
- 1.2 The Duplicate Copy is issued by the Senate UTM to nullify the original certificate.
- 1.3 Please note that any Duplicate Copy issued it is a replacement it may be not in the same format as your original certificate which has been lost or damaged.

**2.0 To obtain your Duplicate Copy:-**

- 2.1 Complete the Application Forms.
- 2.2 Complete the accompanying Statutory Declaration (it must be affirmed before Commissioner For Oath, and the certified copy of Police Report).
- 2.3 Send your completed application with the following items.

- Statutory Declaration before Commissioner For Oath/Notary Public
- Certified true copy of Police Report (Malaysian only)
- Certified copy of Identity Card/MyKad/Passport (both pages)
- Service Fees RM500.00/USD \_\_\_\_\_

2.4 Mode of Delivery

- Self-collecting
- Postage



