

UPDATED ANCILLARY FEES

EFFECTIVE 25 APRIL 2022

| No | Item | Amount(RM) |
|-------------------|---|--------------------|
| GENERAL | | |
| 1 | Re-assessment per unit | RM150.00 |
| 2 | Replacement Certificate - issued by SUTS | RM50.00 |
| 3 | Printing of Result Certificate / Transcript | RM5.00 |
| 4 | Reissuance of Letter of Completion (LOC) | RM20.00 |
| 5 | Re-printing of Letter of Offer | RM20.00 |
| 6 | Replacement of Student ID | RM40.00 |
| 7 | Late Enrolment OR Fee Payment penalty | RM200.00 |
| 8 | Re-registration Fee | RM100.00 |
| GRADUATION | | |
| 9 | Foundation, IE/ELICOS, SE & EP Certificate | RM50.00 |
| 10 | Replacement of Testamur | RM250.00 |
| 11 | Additional Academic Transcript (one original copy) | RM50.00 |
| 12 | <i>^Graduation Fee (Attending Ceremony), non-refundable should there be any amendment from attending to absentia: -</i> | |
| | a. 1 copy of Official Academic Transcript and Testamur | |
| | b. 1 copy of 8R Stage Photo | |
| | c. 1 set of Regalia (to be returned after ceremony) | |
| | d. 2 Invitation Card | |
| | e. 1 copy of Program Booklet | |
| | i. PhD | RM600.00 |
| | ii. Bachelor & Master (including Graduate Certificate, Graduate Diploma) | RM500.00 |
| | iii. Diploma | RM500.00 |
| 13 | <i>^Additional Invitation Card (minimum purchase is 2); non-refundable once sold</i> | RM300.00 (2 cards) |
| 14 | Cancellation of attendance to graduation ceremony | RM100.00 |
| 15 | <i>^In absentia; non-refundable</i> | RM200.00 |
| 16 | Request for Remittance cost: - | |
| | - Malaysian address | RM100.00 |
| | - outside Malaysia address | RM250.00 |
| 17 | Regalia Hire (per day): | |
| i. | - PhD Regalia Set | |
| | a. Rental | RM60.00 |
| | b. Deposit | RM900.00 |
| ii. | - Master Regalia Set | |
| | a. Rental | RM60.00 |
| | b. Deposit | RM650.00 |
| iii. | - Bachelor Regalia set | |
| | a. Rental | RM60.00 |
| | b. Deposit | RM600.00 |
| iv. | - PhD Gown | |
| | a. Rental | RM30.00 |
| | b. Deposit | RM500.00 |
| v. | - Master Gown | |
| | a. Rental | RM30.00 |

| | b. Deposit | RM350.00 |
|---|---|------------|
| vi. | - Bachelor Gown | |
| | a. Rental | RM30.00 |
| | b. Deposit | RM300.00 |
| No | Item | Amount(RM) |
| vii. | - Hood or Stole | |
| | a. Rental | RM30.00 |
| | b. Deposit | RM100.00 |
| viii. | - Bonnet | |
| | a. Rental | RM30.00 |
| | b. Deposit | RM300.00 |
| ix. | - Trencher | |
| | a. Rental | RM30.00 |
| | b. Deposit | RM200.00 |
| x. | - Swinburne Testamur cylinder | |
| | a. Rental | RM10.00 |
| | b. Deposit | RM10.00 |
| 18 | Regalia Purchase: | |
| | 1. Bachelor gown | RM400.00 |
| | 2. Master gown | RM500.00 |
| | 3. PhD gown | RM600.00 |
| | 4. Hood | RM150.00 |
| | 5. Stole | RM150.00 |
| | 6. Trencher | RM250.00 |
| | 7. Bonnet | RM350.00 |
| 8. Testamur cylinder | RM65.00 | |
| ADMINISTRATION, AMENITIES AND SERVICES | | |
| 19 | Administration fee - Instalment payment plan | RM100.00 |
| 20 | Administration fee on re-issued refund | RM100.00 |
| 21 | Dishonored payment 'Refer to payee' | RM100.00 |
| 22 | Reprinting of Official Receipt | RM20.00 |
| 23 | Fax Service (per piece) | RM5.00 |
| 24 | Penalty for Lost of Locker OR Futsal/Tennis Court Key | RM15.00 |
| 25 | Penalty for leaving the multipurpose field floodlight switch on after use | RM50.00 |
| 26 | Overstayed Penalty and Expired Visa / Pass (<i>per overstay</i>) <i>Notes: Applicable for International and Non-Sarawakian students only</i> | RM300.00 |
| 27 | Request for Remittance cost (for Non-Graduation / General documents): - | |
| | - Malaysian address | RM30.00 |
| | - outside Malaysia address | RM250.00 |