

# UPDATED ANCILLARY FEES

In compliance to the abolishment of 6% GST effective June 2018, the revised Ancillary Fees are as follows with immediate effect:

**EFFECTIVE 1<sup>st</sup> JUNE 2018**

No	Item	Amount (RM)
<b>GENERAL</b>		
1	Re-assessment per unit	RM150.00
2	Replacement Certificate - issued by SUTS	RM50.00
3	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 <b>OR</b> Fee Payment penalty	RM200.00
8	Re-enrolment penalty after Auto-drop	RM100.00
<b>GRADUATION</b>		
9	Foundation, IE, SE & EP Certificate	RM50.00
10	Replacement of Testamur	RM250.00
11	Additional Academic Transcript (one original copy)	RM50.00
12	Graduation Fee (Attending Ceremony):-	
i.	PhD	RM450.00
ii.	Bachelor & Master	RM400.00
iii.	Diploma	RM350.00
13	Additional Graduation ticket	RM85.00
14	Cancellation of attendance to graduation ceremony	RM100.00
15	In absentia	RM100.00
16	Request for Remittance cost:-	
	- Malaysian address	RM100.00
	- outside Malaysia address	RM250.00
17	Regalia Hire ( <i>per day</i> ):	
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
vii.	- Hood or Stole	

No	Item	Amount (RM)
	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
<b>ADMINISTRATION, AMENITIES AND SERVICES</b>		
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 <b>OR</b> 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