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**KULLIYAH OF LANGUAGES AND MANAGEMENT
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA**

REIMBURSEMENT FORM

To : Finance Office - KLM
Date :

Kindly prepare payment(s) for the following programme(s):

No.	Description	Date	Staff no.	Amount Requested
1.				

*** Please attach the original receipts, approval letter and supporting documents.**

I affirm that the above claims are true

Name: _____

Contact No: _____

FOR OFFICE USE

I recommended RM _____ for the above reimbursement.

Recommended by:

**Deputy Director
Kulliyah of Languages and Management**

Approved by:

**Dean,
Kulliyah of Languages and Management**