



OFFICE OF THE DEPUTY DEAN, ACADEMIC AFFAIRS  
CENTRE FOR FOUNDATION STUDIES, IIUM

## **NOTICE**

### **TO ALL GRADUATING STUDENTS, (SEM. 1, 2019/2020)**

**YOU ARE REQUIRED TO COLLECT YOUR COURSE SUMMARY STATEMENT (CSS) ACCORDING TO YOUR PROGRAMMES AS SCHEDULED BELOW**

<b>Programme</b>	<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Venue</b>
<b>AED / ALLHS / BIOSC / ICT / NUS / PHYSC / PMACY</b>	<b>30 Sept. 2019</b>	<b>Monday</b>	<b>09.00 a.m. - 4.00 p.m</b>	<b><u>Gambang Campus</u></b>
<b>ENGIN</b>	<b>30 Sept. 2019</b>	<b>Monday</b>		<b>Counter, Office of the Deputy Dean Academic and Industrial Linkages</b>
<b>BAR / BEN / ECONS / ENCOM / HS / LAW</b>	<b>1 Oct. 2019</b>	<b>Tuesday</b>		<b><u>Gombak Campus</u></b>
<b>ARCOM/IRK</b>	<b>2 Oct. 2019</b>	<b>Wednesday</b>		<b>One Stop Centre *for <b>ACADEMY</b> only*</b>

## **STEPS FOR COURSE SUMMARY STATEMENT COLLECTIONS**

- i) Collect and check the Course Summary Statement**
- ii) Make sure you have completed all the Core Courses and pass all level of English and Arabic courses**
- iii) Sign and write data of collection**
- iv) Submit one copy to ODDAIL at box provided according to your programmes.**
- v) Please keep the student copy for your references**

## **MASTERLIST BIODATA**

- i) All students expected to graduate must recheck your details and sign in the master list provided**
- ii) Please write your up to date hand phone number and email address**
- iii) Any changes of data please do the amendment in the Master List Book Provided**

**PLEASE BE REMINDED THAT YOUR NAME WILL NOT BE SUBMITTED TO THE MAIN CAMPUS FOR UNDERGRADUATE PROGRAMMES IF YOU FAIL TO COLLECT THE CSS.**