

**EXTERNAL CREDIT TRANSFER APPLICATION FORM****Notes:**

- Credit transfer is approved by meeting **ALL** of the following conditions:
 - A minimum grade C in the course; and
 - The credit value of the course under consideration must be the same as the credit value of the equivalent course at XMUM; and
 - The percentage of similarity in syllabus between the course under consideration and the equivalent course at XMUM must not be less than 80%; and
 - The course under consideration must be from a programme accredited by Malaysian Qualifications Agency (MQA).
- External credit transfer is ungraded. Transferred course credits are counted towards graduation requirements, but the course grades are not included in GPA or CGPA calculations.

SECTION I : Student Details

Full Name		Student ID	
NRIC/ Passport No.		Contact No.	
Programme		Email	

SECTION II : Credit Transfer Details

Previous					Current			Approval (Please tick)	
Institution :					Institution :				
Programme :					Programme :				
No.	Course Code	Course Name	Credit Value	Grade	Course Code	Course Name	Credit Value	Yes	No
1									
2									
3									
4									
5									
6									
7									
8									
9									

SECTION III : Supporting Document

Please check that your application is complete and you have enclosed all the relevant documents:

- ☐ A certified true copy of transcripts of previous studies
- ☐ Detailed course outlines / syllabus

SECTION IV : Declaration by Applicant

- I have read and fully understand all the terms and conditions related to this application.
- I hereby declare that all the information provided in this application and its attachment or supporting documents are true, correct and complete in all respects and no information has been willfully or intentionally misrepresented, withheld or concealed.
- I acknowledge and agree that Xiamen University Malaysia (XMUM) reserves the right to vary or reserve any decision made on the basis of incorrect, incomplete or fraudulent information.

Signature: _____

Date: _____

SECTION V : Approval

Assessed by,

Name :

Date :

Approved by,
(Head of Department / Head of Programme)

Name :

Date :