



STUDENT RECORD UPDATE

Note: Student is advised to update personal information as stated below.

Please which information requires updating and attach relevant official document :

- Name : _____
- NRIC / Passport No : _____
- Religion : _____
- Permanent Address : _____

- Others (Please specify) : _____

Signature

Date

Please return this form to: **Registrar Counter, UNITEN Customer Centre (UCC), Admin Building or email enrol@uniten.edu.my**

For Office Use Only

Information update on: _____
 Update by : _____
 Staff no : _____

**For the purpose of this form, Data Subject/Relevant Person (as defines under Personal Data Protection Act 2010) must provide a copy of identification card (NRIC) or passport, authorization letter by the Subject Data and other relevant supporting document as required by us. Please note that, we may not be able to process your request in the event of the personal data provided is inaccurate, incomplete, misleading or not up to data in the first place. A request to access personal data is subject to a fee and also to requirements under Personal Data Protection Act 2010.*