



FKKSA'S LABORATORY DISCHARGE FORM

STUDENT NAME	
STUDENT ID	
CONTACT NO	
SUPERVISOR	
STUDY COMPLETION DATE	

No.	LOCATION & P.I.C	STAMP & SIGN
1.	Glassware & apparatus (Store Unit) Remarks :	
2.	Workplace (Lab owner) Remarks :	
3.	Workplace (Lab owner) Remarks :	
4.	Postgraduate Workstation (Postgraduate Unit, FKKSA Lab) Remarks :	

STAMP & SIGNATURE	
Student	Head of Technical

Student has completed his/her experiment & applying for pre-viva online



Student will be given Postgraduate Discharge Form during submission of thesis draft for Pre-Viva procedure.



Students completed the form. Student need to get approval from every lab owner of the lab used. Student need to get approval from Store unit.



Students get approval from Head of Technical



After the pre-viva, student submits the form together with Form UMP (IPS) PV-01 to Deputy Dean of Research & Postgraduate Studies for approval. The Discharge Form will be kept by FKKSA for record.



Submission of viva application package to IPS.