



الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
بني برسيدي الشارقة اذ يسرنا فليدبرنا
Garden of Knowledge and Virtue

LEADING THE WAY
KHALIFAH - AMĀNAH - IQRA' - RAHMATAN LIL-ĀLAMĪN



AN INTERNATIONAL AWARD-WINNING INSTITUTION FOR SUSTAINABILITY

VERSION NO:02

REVISION NO:02

KULLIYAH OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

EFFECTIVE DATE:

FORM: FORM TO REQUEST MATERIAL (J03)

26/10/2021

PART A: APPLICANT DETAIL

Name: _____

Staff / Matric No.: _____

Contact No.: _____

Department: _____

Course Subject: _____

Purpose for Project: _____

PART B: PROPOSED MATERIAL

NO.	ITEM	DESCRIPTION	REMARK

Note from P.I.C:

PART C: ACKNOWLEDGED

- **The Applicant must discussed** regarding their project with person in charge before fill the form.
- The Application for booking must reach the workshop / lab at least within **3 days working** prior to the date requested.

REQUESTED BY THE APPLICANT	VERIFIED BY SUPERVISOR/LECTURER
<p>_____</p> <p>(Signature)</p> <p>Date: _____</p>	<p>_____</p> <p>(Signature & Stamp)</p> <p>Date: _____</p> <p>Remark: _____</p>

PART D: OFFICE USE ONLY

APPROVED BY HEAD OF DEPARTMENT	CONFIRMED BY SENIOR ASST. ENGINEER
<p>_____</p> <p>(Signature & Stamp)</p> <p>Date: _____</p> <p>Remark: _____</p>	<p>_____</p> <p>(Signature & Stamp)</p> <p>Date: _____</p> <p>Remark: _____</p>