

Version No. : 02

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Effective Date: 10th April, 2023

**OFFICE OF INTERNATIONAL AFFAIRS (IO)**

**PROGRAMME REPORT FORM**

**(STUDENT OUTBOUND MOBILITY)**

**CREDITED/NON CREDITED**

1.Name of Programme:

2. Host University:

3. Date Start:

4. Date End:

5. Location:

6. No. of Participants: IIUM Students: Outsiders:

7. Accompanying Officer (if any):

8. Budget spent (if any):

|  |  |  |
| --- | --- | --- |
| Sponsorship (RM) | Other than Sponsorship (RM) | Total (RM) |
|  |  |  |

9. VIP’ Attended (if any): i.

(Please mention the session) ii.

10. Achievements/Observation

11. Shortcomings

12. Conclusion

13. Suggestions/Recommendation

14. Please attach the following documents:

i. Minimum 5 pictures (Email the soft copy)

ii. Programme Schedule

iii. Organizing Committee (Name/Post)

iv. Lists of participants (Name/Matric no.)

v. Programme brochure (if any)

**PREPARED BY**:

Kulliyyah:

Date:

**ENDORSED BY:**

Deputy Dean (Academic & Internationalisation)

Kulliyyah:

Date:

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**(FOR IO OFFICE USE)**

**CHYFICA BINTI MOHAMED ZAMRI**

Assistant Director

IO

Date: