



Reference No.: \_\_\_\_\_

**PROGRAMME REPORT FORM**  
(Please use additional attachment for detailed report)

1. Name of programme : \_\_\_\_\_
2. Organiser : \_\_\_\_\_
3. Date : \_\_\_\_\_ 4. Venue : \_\_\_\_\_
5. No. of participants : Local: \_\_\_\_\_ International : \_\_\_\_\_  
Outsider: \_\_\_\_\_
6. Accompanying Officer : \_\_\_\_\_
7. Budget spent : RM \_\_\_\_\_ Outside Sponsorship: RM \_\_\_\_\_
8. Collaborations : \_\_\_\_\_
9. VIP' Attended :  
(Please mention the session) i. \_\_\_\_\_  
ii. \_\_\_\_\_

10. SDG GOALS (Please tick (/) which relevant)

- |   |                          |   |                          |   |                          |
|---|--------------------------|---|--------------------------|---|--------------------------|
| Goal 1: No Poverty                            | <input type="checkbox"/> | Goal 2: Zero Hunger                       | <input type="checkbox"/> | Goal 3: Good Health & Wellbeing               | <input type="checkbox"/> |
| Goal 4: Quality Education                     | <input type="checkbox"/> | Goal 5: Gender Equality                   | <input type="checkbox"/> | Goal 6: Clean Water & Sanitation              | <input type="checkbox"/> |
| Goal 7: Affordable & Clean Energy             | <input type="checkbox"/> | Goal 8: Decent Work & Economic Growth     | <input type="checkbox"/> | Goal 9: Industry, Innovation & Infrastructure | <input type="checkbox"/> |
| Goal 10: Reduce                               | <input type="checkbox"/> | Goal 11: Sustainable Cities & Communities | <input type="checkbox"/> | Goal 12: Responsible Consumption & Production | <input type="checkbox"/> |
| Goal 13: Climate Action                       | <input type="checkbox"/> | Goal 14: Life Below Water                 | <input type="checkbox"/> | Goal 15: Life on Land                         | <input type="checkbox"/> |
| Goal 16: Peace, Justice & Strong Institutions | <input type="checkbox"/> | Goal 17: Partnership for the goals        | <input type="checkbox"/> |   |                          |

11. MAQASID SHARIAH (Please tick (/) which relevant)

Faith

Life

Intellect

Lineage

Wealth

12. MISSION OF IIUM (Please tick (/) which relevant)

Islamisation

Internationalization

Integration

13. Achievements / observation

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14. Shortcomings

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15. Conclusion

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16. Suggestions

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17. Please attach the following documents:

- a. At least 3 pieces of pictures.
- b. Programme Schedule
- c. Organizing Committees (Name / Post / Matric No.) \*Please provide numbering
- d. Lists of participants (Name / Matric No.) \*Please provide numbering
- e. Programme book, magazine, bulletin (*if any*)
- f. Copy of Approval Letter, PPF and Proposal
- g. Summary of Student Programme Feedback Survey

**PREPARED BY:**

**CHECKED BY:**

.....  
Secretary of Programme  
Name :  
Date:

.....  
Programme Manager  
Name :  
Date:

**CHECKED BY:**

**ENDORSED BY:**

.....  
President of the Club  
Name:  
Date:

.....  
Advisor  
Name and Stamp :  
Date:

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**(FOR OFFICE USE)**

DATA ENTRY IN "STARS" BY : .....  
Signature

.....  
Name and Stamp :  
Date : .....