CHECKLIST FOR VERIFICATION – FOUNDATION & UNDERGRADUATE STUDENTS

IMPORTANT INFORMATION

For Ministry of Higher Education (MoHE) assessment purposes, all students are required to complete the document verification process to ensure that the academic and supporting documents submitted to UoRM are complete and valid.

Please submit clear copies of the documents listed below. You will also be required to bring the original documents to campus for physical verification before enrolment.

Failure to provide the required documents may result in delays in the issuance of your student card.

Core Documents – All Students	
	Offer Letter A copy of your UoRM Offer Letter (Page 1-3)
For Foundation (IFP) Students Only	
	SPM / O-Levels or Equivalent Certificate A clear copy and original of your academic qualification certificate.
	IGCSE Certificate and Statement of Results (if applicable) A clear copy and original of your IGCSE certificate and statement of results.
For Undergraduate (UG) Students Only	
	Foundation / A-Levels / UEC / AUSMAT / Diploma or Equivalent Certificate A clear copy and original of your academic qualification certificate
For International Students Only	
	Passport Copy: A clear scan of your passport bio-data page.