



**OFFICE OF DEPUTY RECTOR  
(STUDENT DEVELOPMENT & COMMUNITY ENGAGEMENT)  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA**

**CHANGES OF PROGRAMME FORM**

Reference No. (SP/SPM) : \_\_\_\_\_

Name of Programme : \_\_\_\_\_

Organiser/K/C/D/I : \_\_\_\_\_

Detail of Changes : Please tick (/) if applicable

<b>/</b>	<b>Particulars</b>	<b>Approved</b>	<b>New</b>
	Change of Date		
	Change of Venue		
	Change(s) of Speaker(s)	i.	i.
		ii.	ii.
	Cancellation of programme		
	Others		

Reason(s) : \_\_\_\_\_

**Prepared by:**

**Checked by:**

**Approved by:**

\_\_\_\_\_  
Name :  
Date :

\_\_\_\_\_  
(Officer in-Charge/  
Principal)  
Stamp/Date:

\_\_\_\_\_  
(Chairman, SPAC)  
Stamp/Date:

**Note**

1. Please provide the profile of the new speaker(s) and a copy of approval letter for reference.
2. Any changes to the programme should be within 30 days from approved date of the programme ONLY.