



- INTERNAL MEMORANDUM -

**MALAYSIAN INSTITUTE OF CHEMICAL &
BIOENGINEERING TECHNOLOGY**

TO : RESIDENCE OF DESA SISWA AL-RADZI
FROM : FINANCE UNIT
DATE : 3 April 2017
SUBJECT : REFUND FOR HOSTEL FEES

Dear Student,

The above matter is referred

1. In order to refund, appreciate to forward us copy of your bank account details as soon as possible. The process is MANDATORY as we will proceed payment via online banking.
2. Failure to do so, the process refund will be affected.

Thank you,

Finance unit

3/4/2017

JUNAIDA JAAPAR
HEAD OF FINANCE
UniKL MICET