



UNIVERSITI KUALA LUMPUR
MALAYSIAN INSTITUTE OF CHEMICAL & BIOENGINEERING
TECHNOLOGY

ACADEMIC SERVICES SECTION (AcSS) MEMO

To : All Students
From : Academic Services Section (AcSS)
Date : 18/02/2021
Subject : Update Student Contact Info in ECITIE

All UniKL MICET student must ensure your **Contact Info** in the ECITIE system are updated with latest data.

2. Therefore, please update your **Contact Info** in ECITIE accordingly to update the required data:

- i) Home Phone**
- ii) Mobile No.**
- iii) Current Address**

3. If there any inquiries do not hesitate, to contact AcSS at 06 – 551 2091/ 2035/ 2041/ 2092.

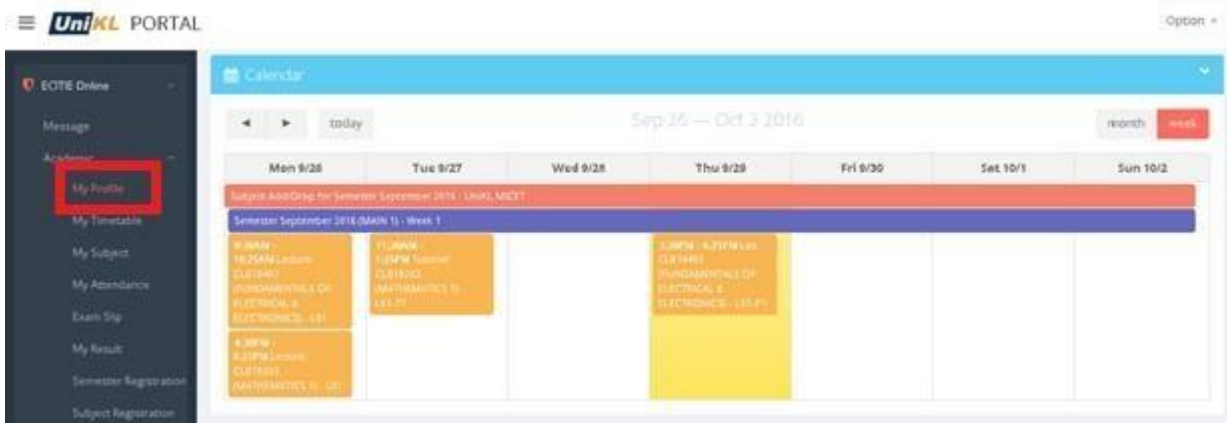
Thank you for your cooperation.

Yours faithfully,

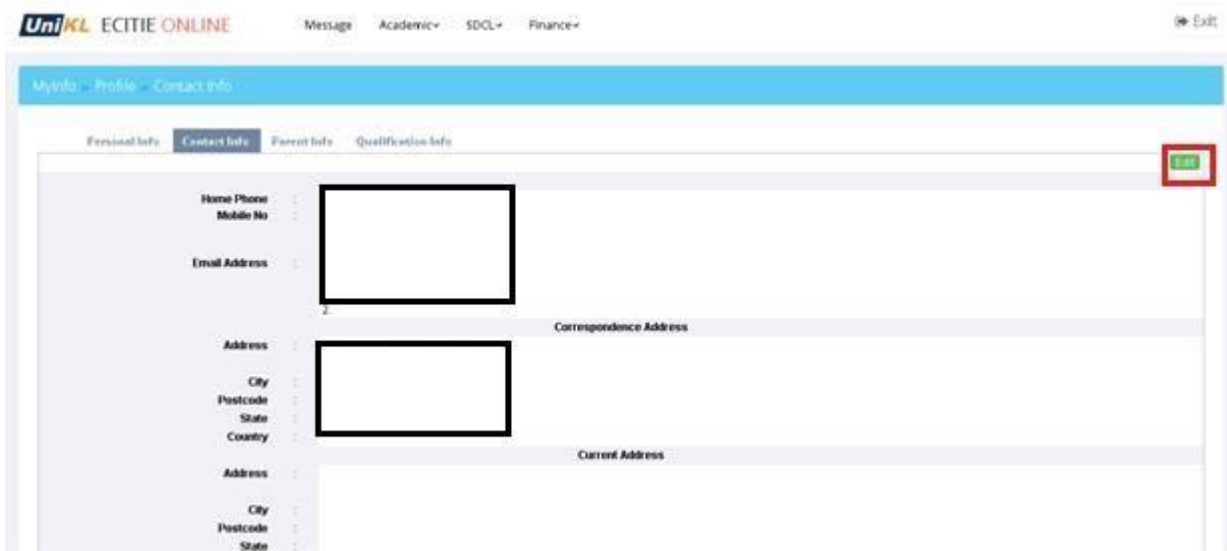
SITI HASLIZA YAHAYA
Head of Unit
Academic Services Section (AcSS)

ATTACHMENT 1:

1. Login to UniKL portal <http://portal.unikl.edu.my/>
2. Select Academic and click the **My Profile** menu



3. Select the **Contact Info** and click the **Edit** button.



4. Update and enter the new **Home Phone/ Mobile No / Current Address** data accordingly.
5. Click the **Save** button.

