



Online re-registration guide for AIMST University students

Dear Parents and Students,

Due to the COVID-19 outbreak and the Restricted Movement Order (RMO) by the Prime Minister, AIMST University has moved to online registration and will utilize the online mode of services till further notice from the government. This initiative is taken to ensure that there should be no delay in the candidature of the students. The following are the guidelines for the online registration.

Step 1

Kindly settle the fee payment in accordance to the green form (Sample provided as Annexure 1) given to each of the student at the end of the last semester to the following account:-

Bank Name : CIMB BANK
Account No : 800 637 6912
Payable Name : AIMST SDN BHD REVENUE ACCOUNT

Note: AIMST University accepts any of the following payment transfer options:

1. On-line transfer (All Banks)
2. Bank in Slip
3. Cash Deposit Machine (CDM)
4. ATM Account Transfer (All Banks)

Step 2

Save the payment proof as a pdf or image file (Sample provided as Annexure 2) and email it to finance@aimst.edu.my or WhatsApp it to 011-7073 7015. Please indicate the details of the transaction such as **Name**, **Student ID number** and **Contact number**. Payment will be updated within 3 - 5 working days in the student portal. Feel free to contact us if you do not see an update in your portal after 5 working days.

Please ensure all the payments are made before **31st March 2020**.

Should you have any enquiry or any difficulty, please do not hesitate to contact Student Accounting Unit Team; Mr. Halikhan: 012 482 4175; 04-429 8000 Ext: 1224 (Ms. Khamini) / Ext: 1221 (Ms. Punitha).

These are difficult times and we are truly concern on the safety of our students. Please take good care of yourselves and contact us if you have any queries/update. Please check the following portal, <http://www.aimst.edu.my/event-news/covid-19/>, for continuous updates from the University. We hope and pray for both your safety and well-being.

Thank you

Regards
AIMST University

Annexure 1: Sample Green Form



RE-REGISTRATION FORM

SECTION A: STUDENT PERSONAL DETAILS

Name _____
Student ID No _____ NRIC No _____
Student's H/P _____ Parent's H/P _____
Permanent Address _____
Course _____

Academic Year/Sem 2 MARCH 2020 - 10 SEPTEMBER 2020 (Y2S2) Intake BATCH 17/SEPT 2018

Hosteller Non Hosteller

4/Room 3/Room 2/Room-Air Cond 2/Room Single Room Single Room-Air Cond

I agree to settle all my outstanding and current fees due to AIMST University on Re-registration day, failing which, I will be barred from attending lectures/attachments.

By submitting your personal data to us, you consent to us collecting, using, disclosing and processing your personal data in accordance with our PDPA Notice. Please refer to our website www.aimst.edu.my for further details. If you agree for your personal data to be collected and processed by us please tick (I) in the box below.

Agree Disagree

Date 2/3/2020

Signature _____

SECTION B: FINANCIAL STATUS (To be filled by Finance and Accounts Division)

Date	27.02.2020	REMARKS	
Previous Outstanding	RM-20	Pending Payment from PTPTN	
Tuition & Basic Fee	RM3250		
Hostel Fee	RM3180		
Total Payable	RM6410		
Breakdown of total payable	PTPTN & Other Fundings	Student's Portion	Total
	RM 6200	RM210	RM6410
	Total Paid	RM	RM
Outstanding Balance	RM	RM	RM
Receipt No.	_____	Date	You are only required to pay the student portion
Payment Mode	_____	Signature & Stamp	

SECTION C: REMARKS BY DEAN / DIRECTOR

Approved / Not Approved * to resume lectures/attachments.

Remark _____
Date _____ Signature _____

Notes:-

- Please submit your payment transaction slip (together with details of your name, ID & contact number) to finance@aimst.edu.my (Payment will be updated within 3 working days in your portal).
- Kindly refer to your student portal (<http://ums.aimst.edu.my/stud/>) for the latest billing and payment updates.

PAYABLE TO: AIMST SDN BHD REVENUE ACCOUNT

ACCOUNT NO: CIMB BANK 8006376912

Last update: August 2018

Annexure 2: Examples of Payment Proof (Online banking-CIMB Clicks)

1/27/2020

CIMB Clicks

Transfer Money Acknowledgement

Successful Ref 613529182

27 Jan 2020, 09:37:10 pm

To

Account Number
8006376912

Amount

MYR 1,000.00

Bank charges 0.00

Account Name
CURRENT ACCOUNT

Recipient Name
AIMST SDN BHD (REVENUE ACCOUNT)

Transfer Type
Within CIMB Bank

From

Account
SA STATEMENT [REDACTED]

Transaction instruction

Recipient Reference
[REDACTED]

When

Date
Today

Repeat
No

Total

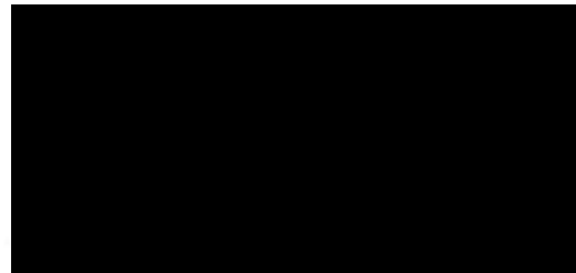
MYR 1,000.00

Please include this information before scanning, taking a shot using phone camera or PDF editing



Name :
Student ID. :
Contact number :

Name of the student to be included in the Recipient Reference column and the Student ID in the Other Payment Details column



Annexure 2: Examples of Payment Proof (Online banking-Other banks than CIMB)

/2020

RHB Internet Banking



Reference No.	20200130255980
Date	30/01/2020
From	STATEMENT SAVINGS ACCOUNT [REDACTED]
Account No. / Beneficiary Name	8006376912 / AIMST SDN BHD (REVENUE ACCOUNT)
Amount (MYR)	MYR 7,800.00
Service Charge	MYR 0.00
Service Tax	MYR 0.00
Beneficiary Bank	CIMB
Payment Type	Fund Transfer
Beneficiary Nickname	AIMST
Email Address	[REDACTED]
Recipient Reference	[REDACTED]
Other Payment Details	[REDACTED]
Transfer Type	Immediate
Status	Successful

Name of the student to be included in the Recipient Reference column and the Student ID in the Other Payment Details column

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Please include this information before scanning, taking a shot using phone camera or PDF editing



Name :
Student ID. :
Contact number :

Annexure 2: Examples of Payment Proof (Bank in slip)

Please include this information on the slip before scanning or taking a shot using the phone camera



Name :
Student ID. :
Contact number :

CIMB ISLAMIC **CIMB BANK** **TRANSACTION SLIP** **65407123**
Islamic Bank Berhad (671380-H) CIMB Bank Berhad (13491-P)

TRANSACTION AMOUNT: MYR 1,625.00 DEPOSIT CURRENT ACCOUNT

ACC NO: ****6912 ACC HOLDER: AIMST S8 (REV)

NOVE 2020-01-30 15:40

DEHO IN : RM 1,625.00 / RM50x32, RM10x1, RM5x3,

8006376912
AIMST SDU BHD.

PERIKSA DAN SAHKAN KETERANGAN TRANSAKSI SEBELUM MENINGGALKAN KAUNTER / PLEASE CHECK AND VERIFY TRANSACTION DETAILS BEFORE LEAVING THE COUNTER
SAH JIKA ADA PENGESAHAN KOMPUTER / VALID ONLY IF COMPUTER VALIDATED
BR/PS0018-MN (07/16) -BCF

SALINAN PELANGGAN / CUSTOMER'S COPY

Annexure 2: Examples of Payment Proof (Payment through Cash Deposit machine)

Please include this information on the slip before scanning or taking a shot using the phone camera



Name :
Student ID. :
Contact number :

TRANSACTION SLIP
SLIP-TRANSAKSI
TRANSACTI



19/01/20 16:55 &MERGONG 7#
CDM ID/BRCD: D692/9815 SEQ NO :3350

ACCT NO : 80-0637691-2
NAME : AIMST SB (REV)

CASH DEPOSIT/NONCARD
RM 10 X 0 = 0
RM 20 X 0 = 0
RM 50 X 53 = 2,650
RM100 X 0 = 0
TOTAL = 53 = RM2,650

TRANSACTION ACCEPTED
RESPONSE CODE:000 ACCEPTED

THANK YOU FOR BANKING WITH US

CIMB BANK

CIMB BANK

CIMB BANK

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Annexure 2: Examples of Payment Proof (Payment through ATM machine)

Please include this information on the slip before scanning or taking a shot using the phone camera



Name :
Student ID. :
Contact number :

TRANSACTION SLIP

DATE : 14/01/20 TIME : 9:19
ID: FSQH 1408 TRACE NO: 0600
LOC : %AIMST UNVSTI*

FROM A/C : SA TO A/C : CA
8006376912

TRANSFER

AMOUNT : RM4,080.00
AVL BAL: [REDACTED]

LAST A/C WITHDRAWAL ON : 28/12/19
RESP CODE:000 ACCEPTED

THANK YOU FOR BANKING WITH US

[REDACTED]

CIMB BANK

CIMB BANK

CIMB BANK

CIMB BANK

NOTE: DO NOT FORGET TO BLANK OR COVER THE AVAILABLE BALANCE COLUMN PRIOR TO SCANNING OR TAKING A PHOTO