

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/42
		Revision No.	1/2023
		Effective Date	01/02/2023
		Equipment	METALLURGICAL MICROSCOPE
		Sample Serial No.	
MICROSCOPY & IMAGING LABORATORY			
SAMPLE SUBMISSION FORM			

General Rules and Requirements:

- All information provided should be true.
- Booking will be notified/updated by email.
- Booking procedure
 - Complete the application form including valid research vote number.
 - Submit the complete application form to UURL Sample Acceptance Counter.
 - Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price**
- Sample Condition & Preparation
 - PPMU has the right to cancel any analysis if the sample is suspected to have a high risk on the safety of the operator or can cause damage to the instrument during the analysis. The cost of damage will be borne by the customer.**
 - The remaining samples will be disposed of within a month after analysis is completed.**
- All inquiries regarding **METALLURGICAL MICROSCOPE** should be forwarded to the Assistant Science Officer (Mrs. Norshilyla Binti Mohd Jailani, email: norshilyla@utm.my, tel.: 07-561 0267, Miss. Anis Asyikin Binti Sukari, email: anis.syikin@utm.my, tel.: 07-561 0268) or visit our website at ppmu.utm.my.

1. APPLICANT'S PERSONAL PARTICULARS										
Name of Applicant										
Status of Applicant		Undergraduates		Master		PhD		Research		
Student Matric No.										
Faculty/Department										
Hand Phone No. & Email										
2. SUPERVISOR DETAILS (for internal applicant and academic institution only)										
Name of Supervisor										
Staff ID No.										
Faculty/Department										
Hand Phone No.										
Email										
Mode of Payment		Cash		EFT		Log card		Invoice		Fast Lane
*Payment using invoice		Research Vot No. (eg: QJ091600.24C3.01D32)								
		Balance of V29000								
Signature & Official Stamp		*A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities.								
3. SAMPLE INFORMATION										
Type of Sample		Powder		Solid		Bulk		Gel		
Name of Sample										
No. of Sample										
Sample Properties		Normal		Toxic		Carcinogenic				
Already Done Sample Preparation		Yes		No						
Magnification to be Used		5X		10X		20X		50X		
Testing Required		EFI		MIA		MEASUREMENT				
Result Information		Full Report			Workbook					
Description / Notes										