

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/12
		Version	1/2024
		Effective Date	01/03/2024
		Equipment	RAMAN XPLORA
		Sample Serial No.	UURL/
X-RAY & THERMAL ANALYSIS LABORATORY			
SAMPLE SUBMISSION FORM			

General Rules and Requirements:

1. All information provided should be true
2. Booking will be notified/updated by email
3. Booking procedure
 - a. Complete the application form including valid research Vot number
 - b. Submit the completed application form to UURL Sample Acceptance Counter
 - c. **Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price**
4. Sample Condition & Preparation
 - a. **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 damages will be borne by the customer.**
 - b. **The sample's size for solid samples must be not more than 2 cm X 2 cm and have thickness below 3mm.**
 - c. **The remaining samples will be disposed of within a month after analysis is completed.**
5. All inquiries regarding **RAMAN XPLORA** should be forwarded to Assistant Engineer, Mr. Md Razali bin Rehat, mdrazali@utm.my or Science Officer, Mrs. Siti Zhahara binti Salleh, szahara@utm.my or or, tel: 07-5557786, or visit our website at ppmu.utm.my.

1. APPLICANT'S PERSONAL PARTICULARS										
Name of Applicant										
Status of Applicant	<input type="checkbox"/>	Undergraduate	<input type="checkbox"/>	Master	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Research	<input type="checkbox"/>	
Student Matric No.										
Faculty / Department										
Hand Phone No. & Email										
2. SUPERVISOR DETAILS										
Name of Supervisor										
Staff ID No.										
Faculty / Department										
Hand Phone No.										
Email										
Mode of payment	<input type="checkbox"/>	Cash	<input type="checkbox"/>	EFT	<input type="checkbox"/>	Log Card	<input type="checkbox"/>	Invoice	<input type="checkbox"/>	Fast Lane
*Payment using invoice	Research Vot No. (e.g.: Q.J091600.24C3.01D32)									
	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										
Number of Sample										
Name of Sample										
Sample Label										
Sample Type	<input type="checkbox"/>	Solid	<input type="checkbox"/>	Powder						
Measurement	<input type="checkbox"/>	RAMAN	<input type="checkbox"/>	AFM						
Wavelength	<input type="checkbox"/>	532nm	<input type="checkbox"/>	785nm						
Scan Size (1-100 µm) <i>*for RAMAN-AFM only</i>	_____ µm									
Return sample	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No						
<i>Note: Please attach references for the expected result.</i>										