
 <b>UTM</b> <small>UNIVERSITI TEKNOLOGI MALAYSIA</small>	<b>PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)</b>	<b>Form Num.</b>	<b>UURL/F/20</b>
		<b>Version</b>	<b>2/2025</b>
		<b>Effective Date</b>	<b>15/05/2025</b>
		<b>Equipment</b>	<b>CD SPECTROMETER</b>
		<b>Sample Serial No.</b>	<b>UURL/</b>
		<b>Page</b>	<b>1 of 2</b>
<b>MASS SPECTROMETRY LABORATORY</b>			
<b>SAMPLE SUBMISSION FORM</b>			

**General Rules and Requirements :**

1.	All information provided should be true.
2.	Sample submission procedure.
a.	Complete the Sample Submission Form including a valid research VOT number.
b.	For sample submission via walk-in : Submit the completed Sample Submission Form and samples to UURL Sample Acceptance Counter
c.	For sample submission via mail : Submit the completed Sample Submission Form and the samples. Samples must be packaged in a suitable container for courier delivery. The parcel should be addressed to the person in charge of the instrument, as it will be received directly by them.
3.	Fast lane Service : A priority testing service that provides results within 3 to 7 working days instead of the usual 14 working days. It is offered based on availability with an additional 50% charge from the normal price. Customers must contact the person in charge for this service.
4.	For sample criteria and conditions, refer to UURL Sample Submission Criteria in the PPMU website at ppmu.utm.my.
5.	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. Posted samples will be received by laboratory personnel.
6.	Only samples that are ready to be analyzed are accepted by the lab.
7.	The remaining samples will be disposed of within a month after analysis is completed.
8.	Quotation will be provided upon request.
9.	Payment must be made within fourteen (14) working days after the invoice is issued.
10.	Analysis duration is within fourteen (14) working days after receiving the samples.
11.	The laboratory will provide test results after the payment proof is presented to the laboratory personnel.
12.	All inquiries regarding the <b>CD Spectrometer</b> should be forwarded to Assistant Science Officer, Ms. Nurhariani Jamhari (email: nurhariani@utm.my) or visit our website at ppmu.utm.my

**\*All pages must be submitted**

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**Application Details :**

<b>1. APPLICANT'S PERSONAL PARTICULARS</b>									
Name of Applicant									
Status of Applicant	<input type="checkbox"/>	Undergraduates	<input type="checkbox"/>	Master	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Researcher	
Student Matric No.									
Faculty/ Department									
Phone No.									
Email									
<b>2. SUPERVISOR DETAILS (for internal applicant and academic institution only)</b>									
Name of Supervisor									
Staff ID No.									
Faculty/Department									
Hand Phone No.									
Email									
Signature & Official Stamp	*A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities								
	<input type="checkbox"/>	I have read and agreed to the General Rules and Requirements							
<b>3. PAYMENT</b>									
Method of Payment	<input type="checkbox"/>	UTM PayHub	<input type="checkbox"/>	Log card	<input type="checkbox"/>	Invoice			
Mode of Service	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Fast Lane					
Payment using Invoice	Research Vot No. (e.g.: Q.J091600.24C3.01D32)								
	Balance of V29000								
<b>4. SAMPLE &amp; ANALYSIS INFORMATION (please attach referred journal)</b>									
Name of Sample									
Sample ID									
Sample Properties (Please tick (/))	<input type="checkbox"/>	Toxic	<input type="checkbox"/>	Carcinogenic	<input type="checkbox"/>	Others : _____			
Range of Wavelength (nm) (Min 175 nm & Max 800 nm)	Low: _____ High: _____ Step: _____								
Signal	<input type="checkbox"/>	CD	<input type="checkbox"/>	Absorbance					
Name of Solvent									
Temperature (°C) (20°C - 25°C)									
Temperature Ramping (°C) (Fill in if needed, 20°C - 95°C)	Start: _____ Stop: _____ Step: _____								
Essential Parameter (Fill in if there's information/ tick if not known)	<input type="checkbox"/>	Molecular Mass (Da)	<input type="checkbox"/>	Concentration (mg/ml)	<input type="checkbox"/>	No. Amino Acid	<input type="checkbox"/>	Path length	