

## **CARD REPLACEMENT GUIDELINE**

- 1. Browse to kad.uitm.edu.my.
- 2. UITM Web SSO sign-in page will be displayed. Select Student followed by entering your Student ID and password then click SIGN IN.



3. UiTM Card Management System Home Page will be displayed as below.

- 4. Click on the Card Replacement to proceed for replacement.
- 5. Choose Application Type between Lost or Damaged.
- 6. Fill in your email, mobile number, address and upload your new photo (optional).

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7. After filled in all required information tick the checkbox to acknowledge all terms and conditions. Then click Apply & Pay button to proceed with the payment.

I hereby acknowledged that I have followed all the rules to update my UCMS profile and agreed to pay RM50.00 as replacement fee if the uploaded image violates any rule.