



**MEMORANDUM**  
**No: FOB/20192020/SEM1/001**

To : **All Faculty of Business & Management (FOB) Students**

From : Academic Executive  
Faculty of Business & Management

Date : 30 August 2019

Subject : **STUDENT EVALUATION FOR LECTURER PERFORMANCE**  
**ACADEMIC SEMESTER 1 2019/2020 (JUNE 2019 SESSION)**

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Assalamualaikum w.b.t & Good day,

For your information, Final Examination for Academic Session 1 2019/2020 will begin on **12 September 2019**. Thus, you are required to complete the 'Student Evaluation for Lecturer Performance' through Moodle starting from **4 September 2019** until **11 September 2019** to claim your examination docket.

Below are the steps:

- Step 1 : Student are required to complete the teaching staff evaluation survey through <https://survey.dhuautomotive.edu.my/index.php/767195?newtest=Y&lang=en> (refer to Moodle).
- Step 2 : Students are required to check their status at FOB Admin Office before collecting the docket.
- Step 3 : Once Faculty officers have check the survey status, the final examination docket release slip will be given to the students.
- Step 4 : Students must show the release slip to Exam Unit as proof.

Students are advised to complete the survey within the stipulated period to avoid any difficulties in collecting the docket.

For any further inquiries, you may contact **Ms. Hadijah (Ext. No. 2490)** or **Mr. Asri (Ext. No. 2535)**.  
Thank you.

Regards,

**HADIJAH MOHD NOH**  
Executive  
Faculty of Business & Management  
**DRB-HICOM UNIVERSITY OF**  
**AUTOMOTIVE MALAYSIA**  
**HADIJAH BINTI MOHD NOH**