



# APPLICATION FORM

ATTACH  
PHOTO

Please complete ALL sections using BLOCK LETTERS  
(incomplete information may delay the processing of this application)

## PERSONAL DATA

Surname / Family Name

Marital Status

Single

Married

Gender

Male

Female

Full Name (as in Passport)

Nationality

Place of Birth

Date of Birth (dd/mm/yyyy)

Passport No. (For International Students Only)

Correspondence Address

State

Country

Postcode

Tel No.

Mobile No.

Email.

Religion

Muslim

Christian

Hindu

Buddhist

Others

## PARENT'S / GUARDIAN'S / SPONSOR'S DATA

Name

Passport No.

Permanent Correspondence Address

State

Country

Postcode

Tel No.

Mobile No.

Email.

## Enrolment Information

Programme Interested : \_\_\_\_\_ Intake ( MM/YY ) \_\_\_\_\_

Level  Foundation  Diploma  Degree

Mode of Class :  Full-time

## Education Background

Name of School / Institution \_\_\_\_\_ Country \_\_\_\_\_

SPM/'O' Levels  Diploma

STPM/'A' Levels  Degree

Others(Please Specify) \_\_\_\_\_

Please indicate who introduced you

Friends \*  Agent \*  Relatives\*  Marketing Staff \*  Others

\* Please specify name

## Refund Policies and Procedures

### A . APPLICABLE TO ALL STUDENTS

1. I hereby agree that the Registration Fee paid is strictly NON REFUNDABLE under any circumstances.
2. I hereby agree that in the event I fail to settle my fees in accordance with the respective due date, I shall be liable to pay penalty charges that shall be levied according to the university policy.

## Declaration by Student

I hereby understand and agree that shall be my responsibility to be aware and abide with all relevant and applicable rules and regulations of the University. I hereby declare that all information herein provided is complete, accurate, true to the best of my knowledge. I also agree that the University reserves the right to vary or reserve any decision in respect of my registration in the event that the said information is found to be untrue, incorrect or incomplete. I also agree that in the event the University shall forfeit the said fees, I shall not have any claim whatsoever against the University. I also agree that the University reserves the right to alter, amend, change or modify the current published fees and all fees payable shall be the published fees at the time of payment.

\_\_\_\_\_  
Signature

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Date( dd/mm/yyyy)

To be signed by parent/ guardian/ sponsor if student under the age of 18

\_\_\_\_\_  
Signature

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Date( dd/mm/yyyy)

1. Application Status  Unconditional Offer  Conditional Offer Remarks \_\_\_\_\_

2. Fullfillment of English Requirement  Yes \*  No  
If yes, please specify \_\_\_\_\_

3. Documents Submitted  Offer letter/Acceptance Letter  
 2 Passport-size photos(8 passport-size photo for International Student)  
 Photocopied Passport (2 full sets of photocopied passport for International Student)  
 Certified SPM, STPM, 'A' Level, 'O' Level, IELTS, TOEFL, others

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INSTITUTE  
Received completed form with full documents

Person in charge

Date

Veritas. Action. Learning.