



U · C · T · I
ASIA PACIFIC UNIVERSITY
 COLLEGE of TECHNOLOGY & INNOVATION

APPLICATION FORM (Undergraduate only)

Malaysian

International _____
 Country

For office use only

Student Number:

Programme code:

Please complete and return this form to:
Asia Pacific University College of Technology & Innovation
 Technology Park Malaysia, Bukit Jalil, 57000 Kuala Lumpur, Malaysia
 Tel: 603-8996 1000 Fax: 603-8996 1001 Email: info@ucti.edu.my

PART A : PERSONAL DETAILS

Title: Mr Ms Mrs Other

Gender: Male Female

Name (as per IC / Passport):

Race:

IC Number (For Malaysian Students only):
 Old New

Religion:

Passport Number (For International Students only): Nationality:

Date of birth (dd/mm/yy):
 - -

Place of birth:

Mailing Address

Postcode: City / State: Country:

Contact number: Tel Mobile Email (please write clearly):

Parent / Guardian: Contact person in Case of Emergency:

Contact number: Tel Mobile Relationship to the student:

Email (please write clearly): Contact number: Tel Mobile

Employer's Name (if applicable for Part -Time students): Employer's address:

Employer's Contact number: Tel Mobile

PART B : COURSE APPLIED FOR

Course name: Specialism (if applicable):

Level of study: Diploma Part 1 Part 2 Degree Foundation Level 1 Level 2 Level 3

Intake date (mm/yy): /

Mode of study: Part - time Full - time

PART C : ACADEMIC BACKGROUND (from highest to lowest)

Please list in chronological order all secondary and tertiary studies completed. Please attach a copy of your certificates and the transcripts of all results obtained for your highest level of study, plus a certified translation if the originals are not in English.

Qualification:	Name of School / College / University:	Year completed:	Result:	Actual	Forecast

PART D : MEDICAL DISCLOSURE

Do you have any medical condition that requires the attention of the University? If yes, please indicate below:

Allergies Anaemia Asthma Colour Blindness Epilepsy Heart Disease

Others (please give details):

Note (for International Students Only):

1. It is compulsory for all international students to purchase a health care plan and keep it valid throughout your academic study at UCTI. We will assist you with this upon your arrival in Malaysia.
2. Students from Yellow Fever Endemic Zones and other affected areas are required to have an International Health Certificate showing Yellow Fever Vaccination.

PART E : LAN COMPULSORY SUBJECT DETAILS (FOR MALAYSIAN APPLICANTS ONLY)

The Ministry of Higher Education requires students to take the following subjects during the course of their studies. If you have sat for and passed / completed, whilst as a student in Malaysia, any of the following compulsory subjects at Pre-University or tertiary level, please mark in the appropriate box(es).

Subject	Completed	Result	Not Completed	For office use only
LAN 1001 BM (A) Bahasa Kebangsaan (A) (Malaysian students without Credit in SPM BM)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
LAN 1003 MLY Malaysian Studies (All Students)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
LAN 1004 ISL Islamic Studies (Only for Malaysian Muslim Students)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
LAN 1005 MO Moral Studies (Only for Malaysian Non-Muslim Students)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>

LAN Compulsory Subjects completed at (if applicable):

Name of the institution

In order to be considered for exemption for LAN Compulsory Subjects, please submit certified LAN Academic result & syllabus from your previous Institution together with this form.

Declaration:

I, _____ declare that all the particulars provided in this form are complete and correct. I have also understood that I need to complete LAN subjects in order to graduate from UCTI.

Signature : _____

Date : _____

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Exemption: Approved Rejected

Other _____

Remarks : _____

Signature : _____

Date : _____

PART F : PERSONAL STATEMENT

Please give your reasons for choosing us to further your study.
(Continue on a separate sheet if required)

PART G TO PART J : FOR INTERNATIONAL APPLICANTS

PART G : ENGLISH LANGUAGE PROFICIENCY

English was the language of instruction in my previous completed studies Yes No

I hold / have completed the English language qualification (s) listed below:

Name of Test / Examination:	Name of School / College / University:	Date (to be) taken:	Results (if known):
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART H : MALAYSIAN IMMIGRATION INFORMATION

Are you currently holding any type of Malaysian Immigration Pass / Visa?

Yes No

If yes, type of Immigration Pass / Visa:

Social Visit Student Dependent Diplomatic

Expiry date of immigration Pass / Visa held (dd/mm/yy) - -

(Those transferring from other Institutions / colleges / Universities in Malaysia and holding a Student Pass / Visa or Dependent Pass will need to provide the School Leaving Certificate / Testimonial, Release Letter, Results and Attendance Report / Letter from this institution)

If you are a student / former student of any Institution / College / University in Malaysia, please fill in the following:

Course:

Institution / College / University:

Duration studied there: year(s)

PART I : ACCOMMODATION & ARRIVAL

Do you require UCTI to arrange your accommodation?

Yes No, I will arrange for my own accommodation

If yes, please fill up the Accommodation Application Form.

Do you wish for UCTI to arrange to pick you up from the airport? (only applicable for new applicants)**

Yes No

** Note :

1. This service is not available to students who are on a Social Visit Pass and who enter Malaysia via ports of entry other than Kuala Lumpur International Airport (KLIA).
2. Notice for airport pick-up must be given at least 7 working days in advance by filling in and sending the arrival details form back to UCTI prior to arrival.

PART J : CONDITIONS FOR ENROLMENT

1. Fees for the academic year are as set out in the fee schedule.
2. Payment by crossed cheque, money order or bank draft is to be made payable to **Asia Pacific UCTI SDN BHD.**
3. The Visa processing fees and administrative charges for International students will not be refunded in the event the student withdraws from the programme for any reason.
4. Fee payments made are not refundable except if your visa is refused by Immigration. In such cases, your fee payment will be refunded after the deduction for Visa processing and administrative charges paid by UCTI. The fee payment will not be refunded once you obtain a visa to study in Malaysia or after a course has commenced.
5. Students must abide by all academic, administrative and examination rules and regulations and policies at UCTI.
6. UCTI reserves the right to use your personal information in order to carry out its responsibilities in your personal and / or academic interest as a student of UCTI. The scope of usage of this information may include the publishing of good examination results, the award of a prize or scholarship or otherwise.

PART K : IMPORTANT CHECKLIST

Malaysian Applicants

- Completed all sections of this application form (*where applicable*)
- Attached certified certificates / testimonials
- Attached certified Forecast / Trial results
- Attached photocopy of IC / Passport (*1 copy*)

International Applicants

- Completed all sections of this application form (*where applicable*)
- Attached 2 copies of Passport (*all pages including empty pages*)
- Attached certified copies of secondary or secondary vocational school results / transcripts from high school or/and other higher institutions of learning (if in another language, please provide a certified translation)
- 4 passport sized photographs
- Visa processing fees and administrative charges

PART L : DECLARATION

1. I declare that all the particulars provided in this form are complete and correct.
2. I agree to abide by UCTI's Professional Code of Conduct.
3. I have also read and understood UCTI's refund policy which is stated here and in the Fee Guide.
4. I undertake to ensure that all fees are paid by the specified due dates, and otherwise agree to pay any late payment and / or administrative charges incurred after the due dates. If the fees are not received by 21 days from the due date, I understand that I may not be allowed to use the facilities at UCTI.

Signature : _____

Date : _____

FOR OFFICE USE ONLY : COURSE FEE PAYMENT DETAILS

Payment upon registration:

- | | |
|--|----------------------|
| 1. Registration Fee | <input type="text"/> |
| 2. Course Fee | <input type="text"/> |
| 3. Library Deposit (refundable) | <input type="text"/> |
| 4. Library Fee | <input type="text"/> |
| 5. Project Fee | <input type="text"/> |
| 6. Module Assessment Fee | <input type="text"/> |
| 7. Administration Fees (for International students only) | <input type="text"/> |
| 8. Student ID Card (for International students only) | <input type="text"/> |
| 9. Security Deposit (for International students only) | <input type="text"/> |
| 10. Health Care Plan (for International students only) | <input type="text"/> |
| 11. Others _____ | <input type="text"/> |
| Total fees paid upon registration | <input type="text"/> |

Mode of payment : Cash Cheque Others

Payment option : Full payment
Installment - Semester
Installment - Monthly
(for Malaysian Applicants only)

Note:

1. Payment by cheque / Bank Draft is to be made payable to:
Asia Pacific UCTI SDN BHD.

2. For payments made by cheque, please indicate:

Bank : _____

Cheque No : _____

Registered by: _____ Data input in GIMS by: _____ Registration checked & approved by: _____

Date: _____

Date: _____

Date: _____