

STUDENT APPLICATION FORM

Please ensure that all the required fields are completed and all supporting documents are attached.

SECTION A : PROGRAMME

Programme Name : _____

Intake : _____ / _____ / _____
(day) (month) (year)

Application status : New Transferred from other institution in Malaysia



STUDENT NO : _____
(for office use only)

SECTION B : PERSONAL INFORMATION (PLEASE USE BLOCK LETTERS)

Full Name: (as in MyKad / Passport)

Date of Birth (day / month / year) :

____ - ____ - _____

Gender :

Male Female

MyKad / Passport No. :

Religion :

Place of Birth :

Race (Malaysian student only):

Malay Chinese Indian Orang Asli Others

Marital Status :

Single Married Others

Peribumi Sabah / Sarawak

Disability / special needs support required :

Yes No

Sponsorship :

Self Government Others (specify) _____

Correspondence Address / Billing Address:

City : _____ State : _____ Country : _____ Post Code : _____

Telephone No : _____ Mobile Phone No : _____

E-mail Address : _____

Billing Address (if different from the above):

City : _____ State : _____ Country : _____ Post Code : _____

Name of Parent / Guardian :

Relationship :

Occupation :

House Telephone No :

Office Telephone No :

Mobile Phone No :

E-mail Address : _____

SECTION C : ACADEMIC QUALIFICATIONS

Institution Name and Location	From (Year)	To (Year)	Qualification Obtained

ENGLISH LANGUAGE PROFICIENCY

Please indicate the date of the English language proficiency test and your score (if any) :

English Language Proficiency Test	Year Obtained	Score
IELTS		
Others (please specify) :		

Note: Please attach a copy of your test result.

SECTION D : DOCUMENTS SUBMITTED

DOCUMENT CHECKLIST FOR MALAYSIAN APPLICANTS

No.	Documents	Tick(✓)	No.	Additional Documents for Student Transfer From Other Institution	Tick(✓)
1	MyKad		1	Complete Semester Results/Transcript	
2	SPM / O-Level / UEC or equivalent; and / or STPM / A-Level or equivalent		2	Award Certificate (Certificate/Diploma); or Completion Letter from previous institution	
3	Passport-sized Photo (2 copies)				
Forms			Remarks		
1	Scholarship / Bursary & Discount Application form				
2	Bursary Policy				
3	Accommodation Form				

DOCUMENT CHECKLIST FOR INTERNATIONAL APPLICANTS

No.	New Application	Tick(✓)	No.	Transfer From Other Schools/ Colleges/ Universities	Tick(✓)
1	Photocopy of Passport (all pages) - 3 copies		1	Student Pass cancellation page from previous institution	
2	3.5cm X 5cm size photo (blue colour background) (6 copies)		2	Release Letter from previous institution (Colleges / Universities only)	
3	High School Result / Transcript (Original language & translated to English)		3	Attendance Report from previous institution	
4	School Leaving Certificate (Original language & translated to English)		4	Academic Result / Transcript from previous institution	
5	NOC (for Sub-Saharan Countries only) / Eligibility Letter (for Nigerian only)		Remarks		
6	Health Examination Report (in English)				
7	Laboratory Result (in English)				
8	X-ray report (in English)				
9	International Certificate of Vaccination (in English)				
Forms					
1	Scholarship / Bursary & Discount Application form				
2	Bursary Policy				
3	Accommodation Form				

Note: You are required to submit Certified True Copy of Actual Academic Results upon admission. KDU reserves the right to withhold your college academic results / transcripts should you fail to do so upon completion of studies here.

For registration via post, please return your completed application form and required documents, with payment for the registration fee and caution fee to:

**KDU Penang University College,
The Admissions Office,
32, Jalan Anson,
10400 Penang.
Tel: 04-2386368
Fax: 04-2280054 / 2280362**

SECTION F : DECLARATION BY APPLICANT

I declare that the information provided and documents submitted are true and complete. I understand that any misrepresentation of information may result in KDU revoking acceptance or terminating my enrolment.

I understand that KDU reserves the right to change policies, programmes and fees without notice.

I hereby confirm that I have read, agreed to and confirmed all the above. I understand that by accepting this offer, I am to follow all the above terms and conditions as well as **KDU Rules and Regulations**. I fully understand and agree to abide by them.

I hereby declare that I consent to the use of the Personal Data for purposes as declared under Personal Data Protection Notice as listed in <http://www.kdupg.edu.my/pdpa.pdf>. KDU Penang University College may collect, process and use the information above to provide me with the latest information on products and services offered by KDU Penang University College.

SIGNATURE OF APPLICANT:

If you are under 18, your parent/guardian must provide consent by signing below:

Name: _____

MyKad/Passport No: _____

Date: _____

Date: _____

SECTION G : FOR OFFICE USE ONLY - ADMISSION STATUS

Academic Programme Code : _____ Date of Intake : _____

Category of Acceptance : Full Conditional

Dual Award : Single Award :

Academic requirements for Conditional Acceptance

To submit a copy of certified actual result

Other conditions : _____

Remarks : _____

Counseled by : _____ Signature : _____ Date : _____

Approved by : _____ Signature : _____ Date : _____
(HOD / HOS)

Recruited by (if applicable) :

Friend 2 Friend (Introducer's Name & Student No): _____

Agent

(Company Name & Stamp)

BURSARY OFFICE :

Payment Details : Cash Cheque Telegraphic Transfer Credit Card

Amount Paid : _____ Receipt No: _____

Processed by : _____ Signature : _____ Date: _____