

Intake: _____

Programme apply for: Foundation Undergraduate Master Doctorate Others

PART A: Personal Details

Surname / Family Name	_____	Salutation	<input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs	Please affix a passport size photograph
Given Name(s)	_____			
NRIC No.	_____	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Race	<input type="checkbox"/> Malay <input type="checkbox"/> Chinese <input type="checkbox"/> Indian <input type="checkbox"/> Others _____			
Place of Birth	_____	Date of Birth	dd/mm/yyyy	
Religion	<input type="checkbox"/> Muslim <input type="checkbox"/> Buddhist <input type="checkbox"/> Hindu <input type="checkbox"/> Christian <input type="checkbox"/> Others _____	Marital Status	<input type="checkbox"/> Single <input type="checkbox"/> Married	
Correspondence Address	_____			
Postcode	_____	City	_____	
State	_____	Country	_____	
Mobile	_____	Telephone	_____	
Email	_____			
State Constituency/DUN	_____			
Parliamentary Constituency	_____			

You may check for your constituency from this website: <https://mysprsemak.spr.gov.my/semakan/daftarPemilih>

Do you have any medical conditions? If Yes, please explain _____

Do you have any physical/ learning disability? If yes, please explain _____

Do you require any special assistance/ service/ facility for completing the programme of studies? Yes No

PART B: Next of Kin (family/guardian background)

Name	_____		
Relationship	_____		
Correspondence Address	_____		
Postcode	_____	City	_____
State	_____	Country	_____
Mobile	_____	Telephone	_____
Email	_____		

PART C: Highest Qualifications

Qualification	School/Institution Name		From (YYYY/MM)	To (YYYY/MM)
	Awarded by	Delivered by		

PART D: English Language Proficiency (if applicable)

All applicants must meet the English language requirements of the programme you are applying for. Please indicate your highest level of English proficiency and the Grades obtained.

GCE 'O' Level _____ IELTS _____ TOEFL _____ MUET _____ UEC _____ Others _____

PART E: Programme Application (please (✓) the programme you are applying for)

Centre of Foundation, Language and Malaysian Studies

- Foundation in Arts (Single Award)
 Normal stream Computing stream Media stream
- Foundation in Arts ODL (Single Award)
 Normal stream Computing stream Media stream
- Foundation in Science (Single Award)
 Science stream Computing stream
- Foundation in Science ODL (Single Award)
 Science stream Computing stream

Faculty of Arts and Science

School of Communication & Technology

- Bachelor of Computer Science (Honours) (Single Award)
- Bachelor of Information Technology (Honours) (Single Award)
- Bachelor of Professional Communication (Honours)
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Master of Arts (Professional Communication) ODL (Single Award)
 Part time Full time
- Doctor of Philosophy (Computer Science) (Single Award)
 Part time Full time
- Doctor of Philosophy (Professional Communication) (Single Award)
 Part time Full time

Faculty of Arts and Science

School of Science & Psychology

- Bachelor of Science (Honours) in Psychology
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Master of Science in Project Management (Single Award)
 Part time Full time
- Doctor of Philosophy (Project Management) (Single Award)
 Part time Full time

Faculty of Business

UM-Wales Business School

- Bachelor in Accounting (Honours)
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in Digital Business (Single Award)
 Part time Full time
- Bachelor of Business Administration (Honours) in Digital Business ODL (Single Award)
 Part time Full time
- Bachelor of Business Administration (Honours) in Entrepreneurship
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in Entrepreneurship ODL (Single Award)
- Bachelor of Business Administration (Honours) in Finance
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in Islamic Finance
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in Human Resource Management
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in International Business
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Business Administration (Honours) in International Business ODL (Single Award)
- Bachelor of Business Administration (Hons) in Marketing
 Single Award
 Dual Award with University of Wales Trinity Saint David, UK
- Bachelor of Real Estate Management and Auction (Honours) (Single Award)
- MBA Open Distance Learning (ODL) (Single Award)
 CMI Part time Full time
- Doctor of Business Administration (DBA) (Single Award)
 Part time Full time
- Doctor of Philosophy (Business) (Single Award)
 Part time Full time

PART F: Privacy

PRIVACY NOTICE: The information requested is used for our assessment of your suitability to programmes offered, for administration, management and support services (including accommodation, transportation, immigration services), assessment and analysis and programme promotion which may be disclosed to our service providers and agents, the Universiti Malaya-Wales (if applicable) for these purposes or if required to be disclosed to regulatory or statistical authorities, agencies or bodies or (where applicable) to the foreign authorities, embassies or consulates of an international student's home country. The information requested is necessary for the above purposes and your failure to provide the information, or providing inaccurate information may result in us not being able to fulfill the purposes above and could result in rejection or delay of your application.

If your application is rejected, we will keep your information for a reasonable period according to legal requirements and also for administration and marketing purposes and may contact you on any promotions.

If you do not wish us to contact you for this purpose, please tick (✓) here

Note: if you later wish us not to contact you, please send your request via email to marketing@iumw.edu.my

If your application is accepted, all information provided by you will become our student record and will be necessary to be retained by us for the purposes as stated in our letter of offer to be later issued to you. Further, your information may be disclosed to the person which you specify below and also to such persons mentioned in our letter of offer to be later issued to you.

You have the right to ask for a copy of the information we hold on you and to correct any inaccuracies in your information. Please refer to the Registry to submit your request.

Personal Data Protection Act 2010: Persons authorised for disclosed of personal information

In the processing of my application, I hereby authorise UM-Wales to disclose my personal data (including sensitive personal data) to the following persons:

- a) My parents
b) My spouse (if applicable)
c) Sponsor of my studies
d) Other persons (please provide name and indicate relationship)

Name: Relationship:

PART G: How Did You Hear About UM-Wales?

- UM-Wales Website TV/Radio Commercial Brochures Billboard/Roadside Bunting Social Media
 UM's Website Education Exhibition Newspapers School Visit/Counsellor *(Facebook/Instagram/Twitter)*
 Word of Mouth Recruitment Agent SMS Blast Others _____

PART H: Financial Arrangements

How do you expect to be financed during your studies?

- Self Finance PTPTN (100% / 75% / 50%) MARA EPF Scholarship/Sponsorship Others

For "Scholarship/Sponsorship" and "Others", please specify

- Scholarship _____
 Sponsorship _____
 Others _____

Household income _____

PART I: Current Employment

Company _____ Position _____

PART J: Student's Undertaking *(Conditions of Enrollment at Universiti Malaya-Wales)*

I sincerely and solemnly undertake that I will abide by the UM-Wales Fee Policy and all other rules and regulations informed to me by UM-Wales. I will not take any legal action or make any claim pertaining to my fee should UM-Wales deduct any arrears of payment of my fees from my sponsorship. I shall abide by the rules set as follows:

1. I am aware and understand that:

- a. The **Registration Fee** and **Administration Fee** paid are **non-refundable** or **transferable**.
- b. Upon registration and payment of all fees and deposits to UM-Wales, I am fully enrolled as a student for the course.
- c. If I fail to pay my fees within the prescribed period, I will be barred from classes, examinations and the use of facilities in UM-Wales.
- d. Fee implications upon official **WITHDRAWAL** will be based on the schedule stated in the Fee Policy.
- e. Deferral can only be granted in exceptional circumstances and only when a reassessment opportunity is available at a future date.
- f. Fee implications upon official **DEFERMENT** will be based on the schedule stated in the Fee Policy.
- g. If I defer to another intake in the following year, I am required to pay the new fees.
- h. I shall settle any outstanding dues for my current programme before applying for transfer to a new programme. Fee implications upon official **TRANSFER OF PROGRAMME** will be based on the schedule stated in the Fee Policy. A processing fee is chargeable.
- i. It is my responsibility to get consent and approval from my sponsor for changes of programme or deferment prior to the application to UM-Wales.
- j. **ADD AND/OR DROP SUBJECT(S)** must apply within the stipulated time as per the academic calendar and must obtain approval from the Faculty/Centre; otherwise, a fee is chargeable for the subject(s).
- k. **CREDIT TRANSFERS** should be submitted during the application to UM-Wales to ensure the fee payable is calculated correctly after netting off from the standard fee structure. A processing fee is chargeable for an application for credit transfers.
- l. The **EXTENSION** of the duration of study is subject to an additional resources fee.
- m. Any refund made to students will be interest-free and may be set off by UM-Wales for any payments or debts owed to the University.
- n. I shall make a claim for any **REFUND** of fees within six (6) months of withdrawal. Failure to do so will result in the amount of the refund accrued being in favour of UM-Wales and therefore the right to claim will automatically cease.

I agree to abide by the regulations and policies of UM-Wales at all times.
I have read and understood the above conditions and agree to accept them.

Student signature:

Name:
NRIC No.:
Date:

I hereby agree to pay all fees due on the dates stipulated by UM-Wales.
I have read and understood the above conditions and agree to accept them.

Parent/Guardian/Sponsor signature:

Name:
NRIC No.:
Date:

PART K: Applicant Declaration

I declare that the information provided by me in connection with the application is true and correct. I undertake to inform Universiti Malaya-Wales immediately of any changes in address, phone number and any other information provided by me in this application.

I understand that the Universiti Malaya-Wales reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. I agree to be bound by the Terms and Conditions of the offer to study at Universiti Malaya-Wales.

- I hereby declare that all the statements given are true and every copy of the certificate and attached documents are correct as instructed and that the UM-Wales have the right to retract this offer and instruct me out of this University should any statement and certificates hereby are found not true.
- I hereby authorize the University and/ or its employees to release my confidential information; including personal details, academic records, financial aid, discipline, and student financial account information to designated persons who have a legitimate educational interest in the records.
- I agree to abide by the Statutes and Rules of the University, currently in force and as amended in the future, and that I must comply with orders and directions given by the constituted authorities of the University.
- I have read and understood the information provided of tuition and other related fees and agreed to pay the required expenses and fees.
- I hereby declare that I understand the above-mentioned guidelines and I will fully accept and consent to the terms and regulations stipulated hereto and in the UM-Wales Student Handbook. I am also aware that I shall bear the consequences as stated above in the event of any non-compliance/non-adherence to the said guidelines.

* Important Instructions:

- Attach relevant formal education qualifications (SPM/O-Level, STPM/A-Level, Diploma, Degree, Master and any other professional certificate e.g. ACCA, Members of BAR Council of respective country or others)
- Withdrawal
 - Student must inform the Registrar in writing if they are withdrawing from a course of study.
 - Notice of withdrawal must be given two weeks prior to the commencement of the Programme.
- Rules and Regulations
 - All students must abide by the University Rules and Regulations. Failure to do so may result in expulsion or a suspension.
 - Any criminal activities on the University premises will be reported to the relevant authorities.
 - The University and its management will not be held responsible for any damages, losses or injuries arising from the course taken at the University.
 - The University's Disciplinary Board has the authority to suspend or/and expel any student behaving in a manner that affects the reputation of the University, the security of its staff and students, and its properties.
 - The University reserves the right to revise the University's Rules and Regulations without prior notice.
 - The University has the right to accept or reject any application without stating any reason.

I have read and understood the above conditions and accept them in full.

Signature

Name:

NRIC No.:

Date:

PART L: Recruitment Office *(for office use only)*

Recruited by:

Name:

Date:

Agent/Introducer:

Name:

NRIC No. / Company ID:

Contact No.:

Company Stamp

Scholarships & Waivers (if any):

Scholarship _____

Waiver

1) _____

2) _____

3) _____

Others _____

Approved by:

Name:

Date:

PART M: Faculty/Centre Verification *(for office use only)*

Comment/Remarks (if any):

Application status:

Approved

Not Approved

Verified by:

Name:

Date:

Faculty:

PART N: Registry Office *(for office use only)*

To ensure you receive a quick response to your application, please enclose the following documents:

Application form

A copy of MyCard

A copy of colour passport-size photographs

Curriculum vitae for MBA applications (if applicable)

4 pages (1500-2000 words) of Research Proposal for PhD applications

A copy of academic certificates and transcripts

Verified by:

Name:

Date:

PART O: Finance Office *(for office use only)*

Student ID:

Receipt No:

Comments/Remarks (if any):

Verified by:

Name:

Date: