



Photograph

APPLICATION FORM

SECTION A:

PERSONAL PARTICULARS

(PLEASE USE BLOCK LETTERS)

Name (as per IC/Passport): _____

NRIC / Passport No: _____ Date of Birth (dd-mm-yyyy): _____

Gender: ☐ Male ☐ Female Nationality: ☐ Malaysian ☐ Others (Specify) _____

Permanent Address: _____

City: _____ State: _____ Post Code: _____

Telephone No: _____ Mobile phone No: _____

E-Mail: _____

Name of Parent/ Guardian: _____

Parent's / Guardian Address (if different from above):

City: _____ State: _____ Post Code: _____

House Telephone No: _____ Mobile phone No: _____

E-Mail: _____ Office Telephone No: _____

Relationship: ☐ Father ☐ Mother ☐ Next of Kin _____ Occupation: _____

SECTION B:

ACADEMIC QUALIFICATIONS

Name Of School / College/ University attended	From (Year)	To (Year)	Programme Completed / Qualification Attained	Actual (PlsTick)	Forecast (PlsTick)

SECTION C:

WORKING EXPERIENCES

Name Company	Position Held	From (Year)	To (Year)

SECTION D:**DOCUMENTS SUBMITTED**

(All Documents must be CERTIFIED true copy)

Document Checklist:

- ☐ Completed Application Form ☐ Certified True Copy of NRIC ☐ Certified True Copy of Results
- ☐ 2 Passport sized photographs

Please return your completed application form, with payment of the **application fee, registration fee and required documents** to:

Bank Account : PROTEGE TRAINING CONSULTANT
Bank Account Number : 502111106241
Name of Bank : Malayan Banking Berhad

SECTION E:**PROTÉGÉ RULES & REGULATIONS****1. Subject Registration**

- You are required to enroll for the subjects within 7 days after the commencement date of the programme.
- Enrolment after the stipulated date is subjected to the approval from Head of Academic Department.

2. Add drop period

- You are only allowed to add or drop subjects during the 1st week of each semester only.
- Any request to add or drop after the 1st week of each semester will NOT BE ENTERTAINED.

3. Attendance

- You are required to attend all lectures, tutorials, and other classes as required by the programme.
- Should your attendance is less than 80%, you will be barred from sitting the final examination of the programme.

SECTION F:**STUDENT'S DECLARATION**

- I declare that the information stated in this Application Form is true and correct.
- I understand that PROTEGE Training Consultant reserves the sole right to vary or reverse any decision regarding the admission or enrolment made on the basis of incorrect or incomplete information made by me. I understand that it is my sole responsibility to inform the centre in writing should there be any changes made to the information provided herein.
- I agree to abide by all the academic and administrative policies and regulations. This includes my submission of genuine copies of certificates and transcripts, which will not affect the endorsement in my home country. I agree to sign and abide by a separate set of administrative and academic policies, rules and regulations.
- I am aware and solely liable for the payment of **ALL** the required fees as stated in the Fees Schedules Statement. Failure to do so by the due date will lead to the termination of my enrolment and study at the centre.
- I understand that it is the sole right of the centre to change any of the subjects being offered during the duration of my study. I agree to abide by any of these subject change(s).
- I understand that if I do not attend any of the lesson(s) for more than one (1) semester without the written notice made to the centre registrar, the security deposit will be used as an administrative fee, and thus will not be refunded.
- I shall allow the centre to release all my academic progress and results to my parent(s), guardian(s), or sponsor(s) as deemed necessary by the centre.
- I shall allow PROTEGE Training Consultant to release all my personal information to any government or regulatory institutions by the legal and statutory regulations in Malaysia and/or my country of origin.

Signature of Applicant / Parent: _____ Date: _____

☐ Full Acceptance ☐ Conditional Offer

Signature of Academic Director: _____ Date: _____