



# INSTITUTE OF SCIENCE AND MANAGEMENT

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KP(JPS)5195/IPTS/1073/(8)

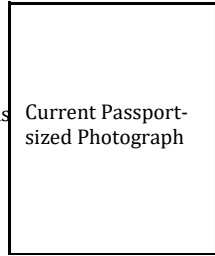
## APPLICATION FORM (INTERNATIONAL STUDENT)

### INSTRUCTIONS

Please write in BLOCK LETTERS (in BLACK or BLUE ink only).

All sections must be completed.

- ① A non-refundable application fee of RM120 is payable for every application.
- ② Attach eight (8) passport-sized photographs with light blue background.
- ③ Attach two (2) sets of clear copy of the whole passport including ALL the blank pages. (Please ensure your passport has a minimum of one year validity)
- ④ Attach two (2) certified true copies of academic qualifications (in English Translation)
- ⑤ Attach two (2) certified true copies of English Language Proficiency (if applicable)
  - (A) Test of English as a Foreign Language (TOEFL)
  - (B) International English Language Testing System (IELTS)
- ⑥ Release Letter and Attendance Record from your current institution (Only applicable for transferred Institute Students).
- ⑦ Other supporting documents for your application (optional).
- ⑧ For outstation applicants, please bank-in or telegraphic transfer application fee to "INSTITUT SAINS DAN PENGURUSAN" (Public Bank Account No.: 3064605019), and attach the original bank-in slip as proof of payment with the application form.
- ⑨ ISM reserves the right to accept or reject any application at its discretion.



\* Failure to comply with the above may result in a delay in processing the application.

### 1. PROGRAMME APPLIED FOR

#### Centre for Foundation Studies

GCE 'A' Level (Science)

GCE 'A' Level (Arts)

#### Centre for Business Studies

Diploma in Business Studies

Diploma in Accounting

Intake:    /

### 2. PERSONAL DETAILS

Full Name:  Chinese Name:   
(As in Passport) (If any)

Gender:  Male  Female Marital Status:  Single  Married

Date of Birth:   /   /     Place of Birth:

Passport No.:  Nationality:

Date of Issue:   /   /     Date of Expiry:   /   /

Issuing Country:

Religion:  Buddhism  Christianity  Islam  Hinduism  Others: \_\_\_\_\_  
(Please Specify)

Mobile No.:  Email Address:   
(with Country Code)

### 3. PERMANENT ADDRESS IN HOME COUNTRY

Address:

City/Town:  Postcode:

State:  Country:

#### 4. MAILING ADDRESS

Please tick if mailing address is the same as your permanent address.

Complete the section below if your mailing address is different from your permanent address.

Address:

City/Town:  Postcode:

State:  Country:

#### 5. DETAILS OF PARENTS

Name of Father:	<input type="text"/>	Name of Mother:	<input type="text"/>
Passport/NRIC No:	<input type="text"/>	Passport/NRIC No:	<input type="text"/>
Nationality:	<input type="text"/>	Nationality:	<input type="text"/>
Occupation:	<input type="text"/>	Occupation:	<input type="text"/>
Mobile No.: (with Country Code)	<input type="text"/>	Mobile No.: (with Country Code)	<input type="text"/>

**Note:** You will be included in ISM WhatsApp Group and will receive future information from ISM regarding events, invitation to graduation ceremony, programs update, marketing materials and etc. If you do not want to receive any information from ISM, please tick the 'opt out option'.

(Father) Opt out of future information from ISM

(Mother) Opt out of future information from ISM

#### 6. DETAILS OF GUARDIAN/PERSON TO CONTACT IN MALAYSIA

Full Name:  Address:

Mobile No.:  (with Country Code)

Passport/NRIC No:  Relationship:

**Note:** You will be included in ISM WhatsApp Group and will receive future information from ISM regarding events, invitation to graduation ceremony, programs update, marketing materials and etc. If you do not want to receive any information from ISM, please tick the 'opt out option'.

Opt out of future information from ISM

#### 7. LAST ACADEMIC RECORD

School/College/  
University Name:

Address:

Name of Highest Qualification:  Degree  A-Levels  UEC  STPM  Pre-U/Cert  
 Diploma  O-Levels  SPM  Others: \_\_\_\_\_ (Please Specify)

Result:  Actual  Forecast Year Completed:

English Language Qualification:  O-Levels  TOEFL  IELTS  MUET  SPM  Others: \_\_\_\_\_ (Please Specify)

Grade/Score:  Year Completed:

## 8. IMMIGRATION PASS INFORMATION

Are you holding any type of Malaysian Immigration Pass now?  Yes  No

If yes, please specify type of pass:  Social Visit  Diplomatic  Dependent  MM2H  Student Pass

Immigration Pass Expiry Date:   /   /

Applicable to students/former students from another institution in Malaysia only:

Institution Name:

Programme:  Year/Duration:

## 9. MEDICAL DETAILS

Do you have any medical condition that needs attention?  Yes  No

If yes, please provide details:

## 10. ACCOMMODATION (APPLICABLE TO OUTSTATION STUDENTS ONLY)

Required \*  Not Required

\* If required, please complete the Accommodation Application Form and attach it with this application form.

## 11. DECLARATION

- ① I undertake that I will comply with all policies, rules and regulations of Institute of Science and Management.
- ② I declare that the information given on this form is true and correct. I acknowledge that the provision of incorrect information or false documentary evidence may result in my removal from the course.
- ③ I understand that I am liable for payment of all fees and that failure to pay any outstanding fees by the due date may lead to cancellation of my enrolment.
- ④ I hereby permit Institute of Science and Management to release details of my attendance report, examination results and progress at ISM to my parent(s), guardian and/or sponsor.
- ⑤ I hereby permit Institute of Science and Management to release my personal details retained by ISM to government, and bodies, whether in Malaysia or in my country of origin / nationality, as a result of a legal requirement stipulated under any written law currently in force in Malaysia or in my country of origin / nationality, or pursuant to any legal investigation in Malaysia or in my country of origin / nationality.

Name of Applicant:

Signature of

Date:   /   /

Applicant:

Name of Parent/Guardian:

Signature of

Date:   /   /

Parent/Guardian:

## 12. GENERAL INFORMATION

How did you know about Institute of Science and Management (ISM)?

Please tick and name the source of publicity. You may tick more than one.

Newspapers:

Banners:

Magazines:

Billboard:

School Talk:

Counselors:

School Fair:

Agent:

Online Source:

Friends:

Brochures/Leaflet:

Family Members:

ISM Alumni:

Others:

**FOR AGENT OR COUNSELOR USE ONLY**

Name of Agent/Counselor: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Contact No.: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: 

D	D	/	M	M	/	Y	Y
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**FOR OFFICE USE ONLY**

**Information and Student Services Centre:**

Application checked by: \_\_\_\_\_

Student-Introduce-Student:  Yes  No

Designation: \_\_\_\_\_

Name of Student: \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_

Contact No.: \_\_\_\_\_

Programme: \_\_\_\_\_

Intake/Year: \_\_\_\_\_

Signature: \_\_\_\_\_  
Date: 

D	D	/	M	M	/	Y	Y
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Signature: \_\_\_\_\_  
Date: 

D	D	/	M	M	/	Y	Y
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**Registry:**

**Application received by:**

Name: \_\_\_\_\_

Date Received: \_\_\_\_\_

**Application approved by:**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Type of Offer:  Unconditional Offer  Conditional Offer  Reject (see comment)

English Requirement:  Yes  No

Offer Letter No.: \_\_\_\_\_

Signature: \_\_\_\_\_  
Date: 

D	D	/	M	M	/	Y	Y
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Comments: \_\_\_\_\_  
\_\_\_\_\_

**Reminder: You are allowed to use electronic signature in our application form and complete every section in the note listed then sent to [enquiry@ism.edu.my](mailto:enquiry@ism.edu.my).**