



ISBAUK Thinking Skills Academy

(Wholly owned by CQ-TEC (KL) SDN BHD (282491-D))

STUDENT APPLICATION FORM

Section A: To be completed by applicant

PERSONAL INFORMATION

1. Name (as in NRIC): _____
 2. Chinese Name: _____
 3. NRIC: _____
 4. Nationality: _____
 5. Date of Birth: _____
(Date/Month/Year)
 6. Gender: _____
 7. Correspondence Address: _____

 - Postcode: _____ State: _____
 8. Contact No.: _____ (H/O) Mobile No.: _____
 9. E-Mail Address: _____
 10. Race.: _____
 11. Religion: _____
 12. Do you suffer from any physical disability or illness? If so, please specify the nature of these conditions. Otherwise, state "None".

 13. Apply Loan / Scholarship: - (Please \surd on the selected box)
 PTPK BANK KWSP
 SCHOLARSHIP SELF SUPPORT
- Remarks: _____

COURSE APPLICATION DETAILS

PROGRAMMES				
CERTIFICATE & DIPLOMA IN COMPUTER SYSTEM (SIJIL & DIPLOMA SISTEM KOMPUTER)			Full Time (\surd)	Part Time (\surd)
IT020_34012018	Level 3	Computer System Operation (Operasi Sistem Komputer)		
	Level 4	Computer System Administration		

		(Pentadbiran Sistem Komputer)		
IT020_3012018	Level 3	Computer System Operation (Operasi Sistem Komputer)		
IT020_4012018	Level 4	Computer System Administration (Pentadbiran Sistem Komputer)		
CERTIFICATE & DIPLOMA IN OFFICE ADMINISTRATION (SIJIL & DIPLOMA PENTADBIRAN PEJABAT)			Full Time (✓)	Part Time (✓)
FB02481_234012018	Level 2	Office Administration (Pentadbiran Pejabat)		
	Level 3	Office Administration Supervision (Pejabat Pentadbiran Penyeliaan)		
	Level 4	Information System Administration (Pentadbiran Sistem Maklumat)		
FB024_2012018	Level 2	Office Administration (Pentadbiran Pejabat)		
FB024_3012018	Level 3	Office Administration Supervision (Pejabat Pentadbiran Penyeliaan)		
FB081_4012018	Level 4	Information System Administration (Pentadbiran Sistem Maklumat)		
FB02481_34012018	Level 3	Office Administration Supervision (Pejabat Pentadbiran Penyeliaan)		
	Level 4	Information System Administration (Pentadbiran Sistem Maklumat)		

ACADEMIC QUALIFICATION

1. **Last School / Institution Attended**

a) Name of School / Institution: _____

b) Address of School / Institution: _____

2. **Qualification**

a) SPM / Others: _____

(Please specify)

NO	SUBJECT	GRADE
1		
2		
3		
4		
5		
6		
7		
8		
9		

b) STPM / A-Levels / SAM / CPU / Others: _____

NO	SUBJECT	GRADE
1		
2		
3		
4		
5		
6		
7		

c) Other Qualification: _____

<i>Name of Institution</i>	
<i>Level of Study</i>	
<i>Name of Award</i>	
<i>CGPA / Grade</i>	

3. **English Language Proficiency:** (Please fill in your grade)

1	<i>IELTS</i>	
2	<i>TOEFL</i>	
3	<i>ENGLISH 119 / O-LEVEL</i>	
4	<i>MUET</i>	

CO-CURRICULUM ACTIVITIES

1. Sports: _____

2. Uniform: _____

3. Clubs / Societies: _____

PARTICULARS OF PARENT / GUARDIAN

1. Name (as in NRIC): _____

(Parent / Guardian)

2. Chinese Name: _____

3. NRIC: _____

4. Nationality: _____

5. Date of Birth: _____

6. Gender: _____

(Date/Month/Year)

7. Correspondence Address: _____

Postcode: _____

State: _____

8. Relationship: _____

9. Occupation: _____

10. Contact No.: _____ (H/O) Mobile No.: _____
11. E-Mail Address: _____
12. Race.: _____ 13. Religion: _____

DECLARATION BY APPLICANT

I declare that the above information provided by me in connection with this application is true and correct. I understand that ISBAUK Thinking Skills ACADEMY / CQ-TEC (KL) SDN BHD reserves the right to withdraw the offer of admission or ask me to leave the ACADEMY at any time if such information is found to be false or incorrect.

Name of Applicant	Signature of Applicant	Date
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EMERGENCY CONTACT

In case of emergency, the person to contact:

1. Name of Parent / Guardian: _____
(Parent / Guardian)
2. Correspondence Address: _____

3. Relationship: _____
4. Contact No.: _____ (H/O) Mobile No.: _____
5. E-Mail Address: _____

In case of emergency, the person to contact:

1. Name of Parent / Guardian: _____
(Parent / Guardian)
2. Correspondence Address: _____

3. Relationship: _____

4. Contact No.: _____ (H/O) Mobile No.: _____
5. E-Mail Address: _____

OTHER CONTACTS

In case of emergency, the person to contact:

1. Name: _____
2. Correspondence Address: _____

3. Relationship: _____
4. Contact No.: _____ (H/O) Mobile No.: _____
5. E-Mail Address: _____

SECTION B: For Office Use

Date Received:	Complete and Processed:	<p style="text-align: center;">Incomplete:</p> <p>..... Enrolment Fees</p> <p>..... Certified true copy of SPM / STPM / A-Levels / SAM / CPU results.</p> <p>..... Certified true copy of School Leaving Certificate.</p> <p>..... Certified true copy of Birth Certificate / Identity Card.</p> <p>Others: _____</p>
<p><u>Prepared & Enroll By:</u></p> <p>Staff-in-charge: _____ Date: _____</p> <p>Remarks: _____</p>		
<p><u>Student Introduce Fees Claims:</u></p> <p>Student Name: _____ NRIC: _____</p>		

APPLICATION INSTRUCTIONS

Completed application form must be submitted together with the following documents:

1. Certified true copy of actual / forecast SPM / Other equivalent results.
2. Certified true copy of actual / forecast STPM / A-Levels / SAM / CPU / UEC / Other equivalent results.
3. Certified true copy of School Leaving Certificate.
4. Certified true copy of Birth Certificate.
5. Certified true copy of Identity Card.
6. Certified true copy of MUET (**compulsory for STPM holders**)

If you are using other equivalent qualification(s), for example, Diploma or Advanced Diploma from a ACADEMY/ Institution / Polytechnic, you are also required to submit together with the application form:

1. Certified true copy of Certificate of Awards.
2. Official Academic Transcripts.
3. Course structure and syllabi.
4. Official letter from Private Academy/ Institution of Higher Learning on the Standard Minimum / Accreditation from the National Accreditation Board (LAN); and
5. All relevant information and materials related to your previous studies from SPM onwards.

Applications submitted without the above documents will be processed for normal admission without any consideration for credit transfer.