



APPLICATION FORM (Undergraduate only)

A · P · U
ASIA PACIFIC UNIVERSITY
OF TECHNOLOGY & INNOVATION

Malaysian
 International _____
Country

For office use only

Student Number:

Programme code:

Please complete and return this form to:
Asia Pacific University of Technology & Innovation (APU)
Technology Park Malaysia, Bukit Jalil, 57000 Kuala Lumpur, Malaysia
Tel : 603-8996 1000 Fax: 603-8996 1001 Email: info@apu.edu.my

iec online GmbH
Marienstrasse 19/20, D-10117 Berlin
Tel. +49 (0)30-20458687
www.ieconline.de

PART A : PERSONAL DETAILS

Title: Mr Ms Mrs Other _____

Gender: Male Female

Name (as per IC / Passport):

Race:

IC Number (For Malaysian Students only):

Religion:

Passport Number (For International Students only):

Nationality:

Marital Status:

Date of birth (dd/mm/yyyy):
____ - ____ - ____

Place of birth:

Permanent Address

Postcode:

City / State:

Country:

Contact number:
Tel _____

Mobile _____

Email (please write clearly):

Parent / Guardian Name:

Parent / Guardian Contact number:
Tel _____

Mobile _____

Parent / Guardian Permanent Address

Postcode:

Country:

Parent / Guardian Email (please write clearly):

Contact person in Case of Emergency:

Relationship to the student:

Contact number:
Tel _____

Mobile _____

Email (please write clearly):

PART B : COURSE APPLIED FOR

Course name:

Specialism (if applicable):

Level of study:
 Degree Foundation Diploma Certificate
 Degree Level 1 Degree Level 2 Degree Level 3

Intake date (mm/yy): _____ / _____

Mode of study: Part-time Full-time

PART J : CONDITIONS FOR ENROLMENT

1. Fees for the academic year are as set out in the fee schedule.
2. Payment by crossed cheque, money order or bank draft is to be made payable to **Asia Pacific University Sdn Bhd.**
3. The Visa processing fees and administrative charges for International students will not be refunded in the event the student withdraws from the programme for any reason.
4. Fee payments made are not refundable except if your visa is refused by Immigration. In such cases, your fee payment will be refunded after the deduction for Visa processing and administrative charges paid by APU. The fee payment will not be refunded once you obtain a visa to study in Malaysia or after a course has commenced.
5. Students must abide by all academic, administrative and examination rules and regulations and policies at APU.
6. APU reserves the right to use your personal information in order to carry out its responsibilities in your personal and / or academic interest as a student of APU. The scope of usage of this information may include the publishing of good examination results, the award of a prize or scholarship or otherwise.

PART K : IMPORTANT CHECKLIST

Malaysian Applicants

- Completed all sections of this application form (*where applicable*)
- Attached certified certificates / testimonials
- Attached certified Forecast / Trial results
- Attached photocopy of IC / Passport (*1 copy*)

International Applicants

- Completed all sections of this application form (*where applicable*)
- 2 sets of passport copies all pages including blank pages (Please ensure the copies are clearly copied and all page number can be seen clearly)
- Attached certified copies of secondary or secondary vocational school results / transcripts from high school or/and other higher institutions of learning (if the documents are not in English Language, please provide certified English translations)
- 4 colored passport-size photos with blue colour background (3.5cm x 5cm)
- EMGS visa processing fees and administrative charges

PART L : DECLARATION

1. I declare that all the particulars provided in this form are complete and correct. I understand that should any information in this form be found to be inaccurate / incomplete my registration may be terminated by the University.
2. I agree to abide by APU's Professional Code of Conduct, rules, regulations and policies.
3. I hereby agree to give consent to APU to release my academic reports / results and attendance reports to my parents / guardians / sponsors as part of the APU's policies
4. I have also read and understood APU's refund policy which is stated in Part J above and in the Fee Guide.
5. I undertake to ensure that all fees are paid by the specified due dates, and failing which I agree to pay any late payment and / or administrative charges incurred after the due dates. If the fees are not received within 21 days from the due date, I understand that I may not be allowed to use the facilities at APU.
6. I hereby give permission to APU for the use of photographs, images and videos in publicity and promotional material, and to release relevant information to our University Partners, Career Centre, Alumni and any Government bodies or agencies as required.
Dengan ini saya memberi kebenaran kepada APU untuk kegunaan gambar, imej dan video dalam publisiti dan bahan promosi, dan untuk memberikan maklumat yang relevan kepada institusi yang bekerjasama dengan University kami, Pusat Kerjaya, Alumni dan mana-mana badan kerajaan atau agensi-agensi seperti yang dikehendaki.
7. By providing my personal data I consent to receiving information on courses, programmes and events that may benefit me.
Dengan menyediakan data peribadi saya, saya bersetuju untuk menerima maklumat mengenai kursus-kursus, program dan acara yang boleh memberi manfaat kepada saya.

Signature : _____

Name : _____

Date : _____

FOR OFFICE USE ONLY : COURSE FEE PAYMENT DETAILS

Payment upon registration:

- | | |
|--|----------------------|
| 1. Registration Fee | <input type="text"/> |
| 2. Course Fee | <input type="text"/> |
| 3. Library Deposit (refundable) | <input type="text"/> |
| 4. Library Fee | <input type="text"/> |
| 5. Engineering Laboratory Deposit (refundable) | <input type="text"/> |
| 6. Student ID Card | <input type="text"/> |
| 7. EMGS Fees (for International students only) | <input type="text"/> |
| 8. Personal Bond (for International students only) | <input type="text"/> |
| 9. Others _____ | <input type="text"/> |
| Total fees paid upon registration | <input type="text"/> |

Mode of payment : Cash Cheque Others _____
(upon registration)

Payment option : Full payment
 Installment - Semester
 Installment - Monthly (*for Malaysian Applicants only*)

Note:

1. Payment by cheque / Bank Draft is to be made payable to:
Asia Pacific University Sdn Bhd.

2. For payments made by cheque, please indicate:

Bank : _____

Cheque No : _____

Registered by:

Data input in GIMS by:

Registration checked & approved by:

Date:

Date:

Date:

PRIVACY STATEMENT

The purpose of requesting the personal data in this form is to assist us in processing your course or programme application and for statistical and information purposes. If you choose not to complete all the required sections or do not provide all the required information, it may not be possible to process your application. Access to the personal data you provide will be strictly on a need to know basis. By providing the personal data on this form, you give your consent to allow personal data and information to be processed securely and confidentially. Tujuan kami meminta segala data peribadi anda di dalam borang ini adalah untuk membantu kami dalam memproses kursus atau permohonan program dan untuk tujuan statistik dan maklumat. Jika anda memilih untuk tidak melengkapkan semua bahagian yang diperlukan atau tidak menyerahkan semua maklumat yang diperlukan, kami tidak dapat memproses permohonan anda. Kami hanya akan rujuk data peribadi anda untuk mengetahui segala maklumat yang perlu diketahui. Dengan mengisi maklumat peribadi pada borang ini, anda memberikan persetujuan untuk membenarkan data peribadi dan maklumat diproses dengan selamat dan sulit.