

Application Form

APPLICATION FORM – PART 1: PROGRAM ELECTION

1. Please select Applicant's status:
 Malaysian Applicant
 International Applicant
2. Please select the program you are applying for:
 Professional Diploma in Accounting
3. Please select the Mode of study/delivery:
 ODL Study (Not Available) Full-Time Study Part-Time Study

APPLICATION FORM – PART 2: PERSONAL PARTICULARS

4. Please insert your name as per NRIC/Passport
Full Name:
5. Please insert your NRIC No. for Malaysian /Passport No. for International applicant
NRIC / Passport No.: Place of Birth:
6. Please insert your date of birth, place of birth and nationality:
Date of Birth: Nationality:
7. Please insert your Gender Status and Marital Status:
 Male Single Other:
 Female Married _____
8. Please insert your Contact details: (P.O. Box address is not accepted for international applicants)
Street No:
City: State:
Country: Postcode:
Email: Contact No.

APPLICATION FORM – PART 3: EMERGENCY CONTACT

9. Please insert your Contact details: (P.O. Box address is not accepted for international applicants)
Street No:
City: State:
Country: Postcode:
Email: Contact No.

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10. **FOR INTERNATIONAL APPLICANTS ONLY** – If you have the following pass, please tick:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Malaysian PR | <input type="checkbox"/> MM2H |
| <input type="checkbox"/> Student | <input type="checkbox"/> Work Permit |
| <input type="checkbox"/> Dependent Diplomatic | <input type="checkbox"/> Others |

APPLICATION FORM – PART 4: HIGH SCHOOL ACADEMIC QUALIFICATION

11. Please insert your High School Qualification:

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> SPM /GCE “O” Level | <input type="checkbox"/> Foundation |
| <input type="checkbox"/> STPM/GCE “A” Level | <input type="checkbox"/> Others |
| <input type="checkbox"/> Matriculation | |

- Please forward your certificate(s) (*i.e. SPM/GCE “O” Level, STPM/GCE “A” Level or/and LCCI Higher*)

ENGLISH LANGUAGE PROFICIENCY

- English Language is the medium of instruction in this Professional Program and preferably you should have a minimum Credit Pass in English Language at SPM/GCE “O” Level.
- If you **do not have at least a Credit Pass** in English Language at SPM/GCE “O” Level, you may wish to complete the table below to support your application in satisfying the English Language Proficiency requirement:

Type of English Test	Completion Date:	Grade / Mark:

APPLICATION FORM – PART 5: DOCUMENTS TO BE ATTACHED

13. Please forward your DOCUMENTS accordingly:

- | | |
|---|--|
| <input type="checkbox"/> Copy of NRIC or Passport | <input type="checkbox"/> Transcript for Certificate / Diploma (if any) |
| <input type="checkbox"/> Photo | <input type="checkbox"/> Professional Examination Results (if any) |
| <input type="checkbox"/> Other relevant documents | |

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APPLICATION FORM – STUDENT DECLARATION

- I declare that the information provided, and documents submitted are true and complete. I understand that any misrepresentation of information may result in my application being revoked and terminated.
- I further agree to abide by the Code of Conduct issued by the Academy or/and the partner School, Institution, College, and University, and understand that the Academy reserves the right to change policies, programs, and fees without notice.
- I understand that my study is a non-MQA professional development learning program:
 - for the sole purpose of lifelong professional development in nature with strong enrichment to my specific professional skills, knowledge, and discipline,
 - for providing me with the necessary learning contents to enable me at my own option to apply for the external examinations of the LCCI Diploma in Accounting (LCCI-DIA),
 - for providing me with the progression pathways:
 - to further my study for higher qualifications, and
 - to apply for exemption from certain professional bodies with the possibility of gaining professional membership subject to the terms and working experience requirements imposed by the respective professional bodies,
- I hereby fully understand and agree that all fees paid are NOT REFUNDABLE upon commencement and enrolment of the courses in the program.

I therefore submit this APPLICATION with my full understanding and awareness of the above declaration to the Academy.

Date:

Signature of Applicant

Date of Application Received	Scholarship / Promotion Fee	Remarks from Admission Office