

# UCSI UNIVERSITY TRUST FINANCIAL ASSISTANCE

## Application Form ( For Malaysian Students )



Please attach your recent photograph here.

### PART 1 : Academic Programme

Programme Foundation in \_\_\_\_\_ leading to degree \_\_\_\_\_

Intake month \_\_\_\_\_ year \_\_\_\_\_ Student ID \_\_\_\_\_ Campus \_\_\_\_\_

Have you applied for other scholarship or financial aids?

NO  YES, please state the name of the scholarship or financial aid(s) \_\_\_\_\_

### PART 2 : Personal Particulars

Name ( as in MyKad ) \_\_\_\_\_ Date of Birth day \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_

MyKad No 

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 Email Address \_\_\_\_\_

Home Address \_\_\_\_\_

Postcode \_\_\_\_\_ Town / City \_\_\_\_\_ State \_\_\_\_\_

Home Telephone No 

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 Mobile Phone No 

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### PART 3 : Details Of Family Members

No	Name of Parents/Guardian & Siblings/Other Dependents <i>(as in MyKad)</i>	Relationship	Age	Occupation	Monthly Income (RM)
01.	_____	_____	_____	_____	_____
02.	_____	_____	_____	_____	_____
03.	_____	_____	_____	_____	_____
04.	_____	_____	_____	_____	_____
05.	_____	_____	_____	_____	_____

Family expenditure (RM): \_\_\_\_\_ per month

Family income (RM): \_\_\_\_\_ per month

### FOR OFFICE USE ONLY

Verified & Checked By

Name \_\_\_\_\_

Date \_\_\_\_\_

Approved by

Name \_\_\_\_\_

Date \_\_\_\_\_

### Final Decision & Recommendations

SPM/O-Levels	A+	A	A-	E
_____	_____	_____	_____	_____
STPM/A-Levels/ Diploma/Foundation/Other: _____	Result		Year	Semester
_____	_____		_____	_____

DD / MM / YY

## PART 4 : Educational Background

Name of School \_\_\_\_\_ Telephone No \_\_\_\_\_

Address \_\_\_\_\_

Highest Academic Qualification  SPM  O-Level  STPM  A-Level  UEC  SAM  CPU  Matriculation  Diploma  IB

Others (Please specify) \_\_\_\_\_ Year of Examination \_\_\_\_\_ Overall Grade/ Aggregate \_\_\_\_\_

### Subjects and Results

No	Subject	Grade	No	Subject	Grade
01.	_____	_____	07.	_____	_____
02.	_____	_____	08.	_____	_____
03.	_____	_____	09.	_____	_____
04.	_____	_____	10.	_____	_____
05.	_____	_____	11.	_____	_____
06.	_____	_____	12.	_____	_____

Note: Please attach certified true copies of examination certificates and result transcripts.

## PART 5 : Academic Awards / Other Qualifications

No	Name of Examination / Award	Grade / Award
01.	_____	_____
02.	_____	_____
03.	_____	_____
04.	_____	_____
05.	_____	_____

Note: Please attach certified true copies of examination certificates and result transcripts.

## PART 6 : Extracurricular Activities

No	Name of Club / Society / Association / Activity / Event	Position	Year	Special Achievement
01.	_____	_____	_____	_____
02.	_____	_____	_____	_____
03.	_____	_____	_____	_____
04.	_____	_____	_____	_____
05.	_____	_____	_____	_____

Tell us why you should receive the Financial Assistance (in less than 100 words)

## GENERAL TERMS AND CONDITIONS

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Apart from the specific terms and conditions prescribed for each financial assistance, all applicants must:

1. Be a full-time registered student at UCSI University.
2. Complete the application form and submit it to UCSI University Trust 2 weeks before the commencement date of the respective intake.
3. Furnish true and accurate information, failing which their application will be withdrawn without prior notice.
4. Provide certified true copies of examination results, and other supporting documents stipulated in the form.
5. NOT to be bonded or to be a recipient of any other financial aid or award/scholarship/bursary from other educational institutions or organisations.

## OTHER TERMS AND CONDITIONS

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1. Shortlisted applicants will be notified by the UCSI University Trust via email or sms of the date, time and venue of the interview.
2. Successful applicants will be informed by the UCSI University Trust via email within 2 weeks after the interview. They must confirm the acceptance of the financial assistance within 2 weeks, failing which it will be automatically withdrawn.
3. The financial assistance granted is in the form of tuition fee waiver for the duration offered and is neither transferable to another candidate nor exchangeable for cash.
4. All fees and cost that are not covered by the financial assistance are to be borne by the recipients, which shall include but not limited to the semesterly Medical Plan payment applicable.
5. Successful applicants have to sign an agreement with the UCSI University Trust and observe the terms and conditions as set therein.
6. Successful applicants must maintain good academic performance and display good behavior throughout their studies at UCSI University.
7. Successful applicants are to participate actively in the University's sports, extra-curricular activities and other relevant activities.
8. Successful applicants are to maintain an academic record of having minimum **CGPA of 2.50** for every semester throughout the length of the financial assistance. Failing to do so may result in suspension or discontinuation of the financial assistance.
9. Successful applicants are to voluntarily contribute effort and time to assist UCSI University and UCSI University Trust in its various office and community projects (**30 - 100 SWA Points per normal semester or 15 - 50 SWA Points per short semester**).
10. All information provided by the successful applicants must be true and correct. If inaccurate information is provided, the assistance will be withdrawn without prior notice.
11. Financial assistance may be terminated at any time in the event of gross misconduct or failure to meet the required academic grades.
12. Successful applicants agree to pay back the financial assistance amount received up to date in case of withdrawal.
13. Tuition fee waivers are not cumulative. If recipients qualify for other UCSI Scholarship, Grant, Assistantship or Sibling's scheme, recipients will be entitled to either one that they are eligible for.
14. In the event of a dispute on the eligibility for the financial assistance, the decision made by the UCSI University Trust is final and no appeals will be entertained.
15. The UCSI University Trust reserves the right to decide on the quantum and number of financial assistance to be granted.
16. The UCSI University Trust reserves the right to alter and amend the terms and conditions without prior notice.

## DECLARATION BY APPLICANT

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I hereby declare that the information provided in this application form is true and correct. I have read the information and all terms and conditions stipulated herein this application form, and agree that UCSI University Trust reserves the right to change the criteria and Financial Assistance policy without prior notification. The final decision to grant the Financial Assistance is at the sole discretion of UCSI University Trust. The Trust reserves the right to withdraw the Financial Assistance should information furnished in the application be found to be false/ misleading/ untrue.

Name of Applicant \_\_\_\_\_

MyKad no. \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

## Document Checklist *(Please tick [v])*

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- Completed application form
- Recent Passport-sized photo
- UCSI University acceptance letter
- Certified true copy of MyKad
- Certified true copy of parent's/ guardian's MyKad
- Latest EA form/ Salary Slip (latest 3 months)/ Self-Assessment Form (BE Form)/ Salary Acknowledgement Letter (*Certified by Employer/ Member of Parliament or State Assemblymen/ Penghulu/ Headmaster*) of Parents/Guardian & Siblings\*
- Latest month of Household Utility Bills (electricity, water, etc.)
- Certified true copy of Divorce/ Death Certificate/ OKU Card (*if parents are divorced, one of them has passed away or as a person disabilities*)
- Certified true copies of SPM/ UEC/ STPM/ O-Levels/ A-Levels/ Matriculation/ IB/ Degree or any relevant examination result transcripts
- Testimonials and Recommendations
- Extracurricular Certifications, etc.

*\*If the parents produce no income, the siblings who are giving financial support are considered as guardian.*



**UCSI UNIVERSITY TRUST** UCSI Education Sdn Bhd (185479-U)

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