



UNIVERSITI TUNKU ABDUL RAHMAN

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Ref No.

CEE/IPSR/NGMP/___/___

Centre for Extension Education and

Institute of Postgraduate Studies and Research

(For office use only)

Application to Attend Undergraduate and Postgraduate Non-Graduating Modular Programmes

Disclaimer All certificates awarded for Non-Graduating Modular Programmes will not entitle the award recipients any unit exemption nor credit transfer to UTAR's Foundation, Undergraduate and Postgraduate Programmes.

Please complete All sections in **BLOCK LETTERS** and tick (✓) appropriate boxes.

Affix recent
passport-sized
colour
photograph
here

I. Personal Information

Name <i>(as in NRIC/ Passport)</i>			
NRIC No. <i>(for Malaysian applicant)</i>		Gender	Male / Female *
Passport No. <i>(for International applicant)</i>		Expiry Date <i>(Day/Month /Year)</i>	
Nationality		Date of Birth <i>(Day/Month /Year)</i>	
Correspondence Address			
Permanent Home Address			
Contact No. <i>(Residence)</i>		Mobile No.	
E-mail Address			

* - Delete where not relevant

1. For Undergraduate Programme, fill in Part II
2. For Postgraduate Programme, fill in Part III

II. Subject(s) that you wish to register (For Undergraduate Programme)

(Please visit www.utar.edu.my/cee/ for more details on the subjects offered)

No.	Academic Programme	Unit Description	Examination	
			Yes	No
1.			<input type="checkbox"/>	<input type="checkbox"/>
2.			<input type="checkbox"/>	<input type="checkbox"/>
3.			<input type="checkbox"/>	<input type="checkbox"/>
4.			<input type="checkbox"/>	<input type="checkbox"/>

Intake : January May October Year: _____

Payment of Fees:

(i) Tuition fee** : _____ (No. of credit hours) x RM_____ (Rate per credit hour) = RM _____
 (** to be paid upon approval of application. By Bankdraft /Banker's cheque made payable to "Universiti Tunku Abdul Rahman")

- Participants would be awarded Certificate of Attendance for non-examination mode and Certificate of Achievement plus transcript for examination mode.

III. Subject(s) that you wish to register (For Postgraduate Programme)

(Please visit www.utar.edu.my/ipsr/ for more details on the subjects offered)

No.	Unit Code	Unit Description	Credit Hours
1.			
2.			
3.			
4.			

Intake : January May October Year: _____

Payment of Fees:

- (i) Tuition fee** : _____ (No. of credit hours) x RM _____ (Rate per credit hour) = RM _____
 (** to be paid upon approval of application. By Bankdraft /Banker's cheque made payable to "Universiti Tunku Abdul Rahman")
- (ii) Administrative fees : RM100.00 per subject (Non-refundable. Must be submitted together with application form)

- Participants will not be required to sit for examination at the end of the course. Certificate of Attendance will be awarded to participants who has successfully completed the course.

Tuition Fee	Malaysian Candidates (RM)	International Candidates (RM)
Master's Degree Technical Unit in		
1) Master of Chinese Studies /Master of Arts Master of Arts (Chinese Studies)	305.00 per credit hour	366.00 per credit hour
2) MBA Programmes	493.00 per credit hour	592.00 per credit hour
3) Other Master's Degree Programmes	405.00 per credit hour	486.00 per credit hour

IV. Academic & Professional Qualification

Qualification:	Professional Qualification / Membership:

V. Working Experience

(Please state your recent employment)

Month and Year		Name and Address of Employer	Nature of Work and Position Held
From	To		

Universiti Tunku Abdul Rahman			
Form Title : Application Form for Undergraduate and Postgraduate Non-Graduating Modular Programmes			
Form Number: FM-CEE-IPSR-NGMP-002	Rev No: 1	Effective Date: 18/09/2018	Page No.: 4 of 4

*Terms and Conditions

1. Registrations must be accompanied with payment.
2. Fees paid are not refundable nor transferable.
3. Confirmation of registration is upon receipt of payment.
4. The programme schedules are subject to change.
5. The University reserves the right to cancel or postpone, make amendments and/or changes to the programme if warranted by circumstances beyond its control.

IX. Recommendation / Approval

<p><u>Dean's Recommendation:</u></p> <p>Recommended / Not Recommended*</p> <p>Remarks:</p> <p>Signature of Dean of Faculty: _____</p> <p>Date : _____</p> <p>Dean's stamp : _____</p>	<p><u>Director of Centre for Extension Education (CEE) / Director of Institute of Postgraduate Studies and Research (IPSR):</u></p> <p>Application approved / Not approved*</p> <p>Remarks:</p> <p>Signature of Director of CEE / IPSR*: _____</p> <p>Date : _____</p> <p>Director's stamp : _____</p>
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* - Delete where not relevant

X. Checklist

Submit completed application form together with the following:

- (i) Photocopy of Identity Card (front and back) - *for Malaysian applicant*
Photocopy of your passport (all printed pages of the passport) - *for International applicant*
- (ii) A self-addressed envelope, measuring 7" x 10" affixed with RM1.50 stamp – *for postgraduate programme*
- (iii) Payment can be made by Money/Postal Order/Bankdraft or Banker's cheque / Personal cheque (where drawee bank is in Malaysia) made payable to "**Universiti Tunku Abdul Rahman**".
- (iv) Send the completed application form and all items stated above to:

Centre for Extension Education (*For Undergraduate Programme*)
Universiti Tunku Abdul Rahman
9, Jalan Bersatu 13/4
46200 Petaling Jaya,
Selangor Darul Ehsan

Or

Institute of Postgraduate Studies and Research (*For Postgraduate Programme*)
Universiti Tunku Abdul Rahman
PO Box 11384
50744 Kuala Lumpur, Malaysia