

APPLICATION FORM



SEGi
College
Penang
A member of
SEGi University Group

Please affix a
passport sized
photograph

Programme

Intake

Part A : Personal Details (IN BLOCK LETTERS) Please use blue or black ink only

Name of Applicant (as per MyKad/ Passport)		Salutation <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Others	
NRIC / Passport No.		Expiry Date	
Race	<input type="checkbox"/> Malay <input type="checkbox"/> Chinese <input type="checkbox"/> Indian <input type="checkbox"/> Others	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
Religion	<input type="checkbox"/> Muslim <input type="checkbox"/> Buddhist <input type="checkbox"/> Hindu <input type="checkbox"/> Christian <input type="checkbox"/> Others	Date of Birth	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Others
Correspondence Address		Nationality	
Postcode	City		
State	Country		
Mobile	Telephone		
Email	Facsimile		
Permanent Address (if different)			
Postcode	City		
State	Country		
Parent / Guardian Name		NRIC / Passport No.	
Correspondence Address			
Mobile	Telephone		
Relationship	Office		
Occupation			

Part B : Programme Application (Please (✓) The Programme You Are Applying For)

☐ Foundation

☐ Commerce

☐ Science

☐ Certificates

☐ Certificate in Business Studies

☐ Diploma

☐ Diploma in Accountancy

☐ Diploma in Marketing

☐ Diploma in Business Administration

☐ Diploma in Early Childhood Education

☐ Diploma in Culinary Arts

☐ Diploma in Hotel Management

☐ Diploma in Tourism Management

☐ Diploma in Information Technology

☐ Diploma in Medical Laboratory Technology

☐ Diploma in Electronics & Electrical Engineering

☐ Diploma in Mechanical Engineering

☐ Executive Diploma in Business Administration

☐ Postgraduate

☐ Master of Business Administration

☐ Undergraduate

☐ Bachelor of Science (4+0) / (3+1) American Degree Programme

☐ Global Business ☐ Psychology

☐ Bachelor of Arts Business and Management (Hons) (3+0)

☐ Bachelor of Arts Business and Management (Hons) (2+0)

☐ Bachelor of Arts Accounting & Finance (Hons) (3+0)

☐ Bachelor of Arts Accounting & Finance (Hons) (2+0)

☐ Bachelor of Arts Business Management and Marketing (Hons) (3+0)

☐ Bachelor of Arts Business Management and Marketing (Hons) (2+0)

☐ Bachelor of Science in International Tourism & Hospitality Management (Hons) (3+0)

☐ Bachelor of Science in International Tourism & Hospitality Management (Hons) (2+0)

☐ Bachelor of Engineering in Electronics & Electrical Engineering (Hons) (3+0)

☐ Bachelor of Engineering in Electronics & Electrical Engineering (Hons) (2+0)

☐ Bachelor of Engineering in Mechanical Engineering (Hons) (3+0)

☐ Bachelor of Engineering in Mechanical Engineering (Hons) (2+0)

☐ Bachelor of Science in Computing (Hons) (3+0)

☐ Bachelor of Science in Computing (Hons) (2+0)

☐ Bachelor of Science in Business Computing (Hons) (3+0)

☐ Bachelor of Science in Business Computing (Hons) (2+0)

Others if not stated above :

Specialisations / Major :

Mode of Study

☐ Full Time

☐ Part Time

Intake Date

Part C : Educational Qualifications

Secondary School / Institution / University	Qualification	From (year)	To (year)

Part D : English Language Proficiency

Applicants who wish to study programmes taught in English must meet the English language requirements for individual programmes. Please indicate your highest level of English proficiency and the Grades obtained.

☐ GCE 'O' Level ☐ IELTS ☐ TOEFL ☐ MUET ☐ Others

Part E : Work Experience (If Applicable)

Company	Position	From (year)	To (year)

Part F : Financial Arrangements

How do you expect to be financed during your studies?

☐ Self Finance ☐ PTPTN ☐ Scholarship ☐ EPF ☐ Sponsorship ☐ Others

If you are being sponsored, please provide the name and address of sponsor.

If you are not being sponsored, please provide a letter indicating your ability to finance your education.

Part G : Supporting Document Checklist

To ensure you receive a quick response to your application, please enclose the following documents:

- ☐ Include 2 copies (8 copies for international student) of colour passport sized photographs
- ☐ Include certificate copies of all academic qualifications (school, college, university)
- ☐ Include SPM/ A-Levels/ STPM/ or equivalent qualification
- ☐ Include 1 photocopy of Identification card
- ☐ Include photocopy of passport (3 full sets) *only applicable for International student

Remark : * Compulsory Documents

Note: Application for Bank Loan / PTPTN Loan / EPF must be made at least one month prior to the orientation date.

Part H: Terms & Conditions for Admissions & Withdrawal From Course

Under this terms and conditions, SEGi COLLEGE (PG) SDN BHD, is referred as SEGi College Penang and student enrolling in SEGi COLLEGE (PG) SDN BHD is referred as student(s). The Terms and conditions is effective from the date the student signs this Application Form and registers in SEGi College Penang as a student.

1. Registration

- 1.1 Student is required to fill in and sign the SEGi College Penang's Application Form during registration.
- 1.2 Student must furnish SEGi College Penang with their details which must be complete and accurate.
- 1.3 Upon registration, student must pay full registration fee or any minimum stipulated by SEGi College Penang.
- 1.4 Student must settle the 1st installment on the Start of Class date of the course registration with SEGi College Penang.
- 1.5 Failure to pay the 1st Installment on Start of Class date will cause the student to be barred from attending classes, collecting study materials, registration of exams and/or enjoying any other facilities and services of SEGi College Penang.
- 1.6 No trial lecturing sessions are allowed.

2. Discount and Promotions

- 2.1 Full Payment Discount of 5% entitlement is valid for full course fees paid before or on the date of the Start of Class.
- 2.2 Student applying loan / EPF is not entitled for Full Payment Discount unless the full course fee's payment is received by SEGi before or on the date of Start of Class.
- 2.3 All promotional rebates on fees or discounts are to take effect on the final course fee installment payment.
- 2.4 Should the student withdraw before completion of course, the rebate or discount stipulated in clause 2.3 above shall no longer be valid or available.

3. Withdrawal and Termination

- 3.1 If a student wishes to withdraw from his/her course of study, the student must furnish SEGi College Penang with a withdrawal notice / form, attention to (and to be submitted to) The Bursary Department.
- 3.2 A withdrawal that is not in written form, and not submitted to The Bursary Department shall be deemed invalid and will not be entertained.
- 3.3 The Student is not allowed to backdate the withdrawal notice / form.
- 3.4 Failing to attend classes before submission of the withdrawal letter/form shall be regarded as absence and not withdrawal on those days of absence.
- 3.5 Any request for refund upon withdrawal Programme must be made within 60 days from submission of the withdrawal notice / form.
- 3.6 If a written notice / form of withdrawal is received before the commencement of the Intake date of the Programme, a full refund of the Tuition Fee only is available, free of interest. Intake date is defined as the start of the academic programme including orientation.
- 3.7 If a written notice / form of withdrawal is received after the commencement of the Intake date, no refund will be given for the Tuition Fees for the running semester but a full refund will be given for any Tuition Fees of subsequent semester (if any such Tuition Fees has been paid by the student), subject to any refund being not more than 50% of the total Tuition Fees.
- 3.8 All refunds (if any) under Clause 3.6 or 3.7 shall not include non-refundable fees such as registration, lab, facilities, administrative, PPD and e-resource fee, exam fees, visa processing and any other miscellaneous fees. If the e-resources fee is charged on a yearly basis – there will be no refund allowed for the running year, but refund will be given for subsequent years (if this was paid by the student).
- 3.9 Access Deposit is refundable to student upon completion or withdrawal of course. Refund of Access Deposit is allowed after deducting charges of damage by student in Library, Computer Lab and other facilities provided by SEGi College Penang, or other third party damage by student which renders SEGi College Penang liable, or any outstanding fees owed by student to SEGi College Penang.
- 3.10 For all forms of refunds, the Student must fill up the Refund Form and attach with original receipts, student ID card and fee payment card. If the student ID card and/or fee payment card is not returned, a RM 20.00 fee deduction will be imposed. Refund without the original receipt, students is required to write a letter stating about the lost of receipt and submit to Bursary Department. All request refunds will only be processed upon clearance that no outstanding fees is owed by the student.
- 3.11 All refunds must be claimed by the student within 60 days from withdrawal or termination of the course, or in the case where EPF/Loan cheque is released after withdrawal or termination of the course, to be claimed 60 days from the disbursement of the EPF or the Loan. Failure to do so shall result in all such amounts being forfeited.
- 3.12 Excess Fees – Excess fees payment from Bank Loan / EPF are fundable to student only in the following circumstances:
 - (a) Student has paid certain amount before the loan is obtained, in which case, the amount refundable is the lesser of the amount received.
 - (b) There is a change in fee structure or the total amount of fees payable resulting in an overpaid situation. This applies only for cash payment student.
 - (c) The portion stated as living expenses.
 - (d) Besides the allowed refunds stated as above, SEGi College will hold all fees until the completion of the entire course of study with SEGi College Penang. All claim for refund will be released only upon completion of the course.
 - (e) Refunds for excess fees due to EPF and loan release are only applicable when the payment disbursed to SEGi College Penang covers whole course fee and not per installment or semester.
 - (f) Payment disbursed from EPF or bank loan must cover the whole Course Fees and Registration Fee of SEGi College Penang before being charged to other fees.
- 3.13 All refunds take effect within 60 days from the date SEGi College Penang's Bursary Department receives the Refund Form for processing.
- 3.14 Refund for proceeds from loans / EPF – Where refunds of excess fees or refundable fees due to withdrawal from course of study are from the proceeds of the Bank loan / EPF, all such refunds should be made to the banks / EPF except for the portion where the student have made payments earlier.
- 3.15 In the event of non-payment or late payment of any fees, SEGi College Penang has the right without further notice:
 - (a) to charge administrative charges on each day of default (late payment charge) in accordance to Clause 5 below and/or to charge a reactivation fee;
 - (b) to bar the Student from using SEGi College Penang's facilities and/or attending classes or examinations and/or withholding submission of answer scripts / assignments for marking or withholding examination results, transcripts or certificates and/or suspend provision of any services and/or take such action as it deems appropriate;
 - (c) to suspend or terminate the Student from the course. In the case of International Students, to notify the relevant immigration authorities for cancellation of study visa;
 - (d) to take such other recovery measures including commencing legal proceedings or notifying credit reporting agencies (such as CTOS).
- 3.16 Fees for the running semester still remains payable by the Student even if the Student discontinues study at SEGi College Penang mid-way in the semester. The Student shall be required to pay the shortfall notified to the Student.
- 3.17 All monies paid to a Partner University or collected by SEGi College Penang on behalf of Partner University are not refundable.
- 3.18 Where the student is absent without notice for more than one month, SEGi College Penang reserves the right to terminate the student.

4. Transfer of Course, Intake and Fees

- 4.1 SEGi College Penang reserves the right to amend all course fees payable to the college from time to time, without prior notice.
- 4.2 Student is allowed to transfer his / her Course Fees to the similar or other courses within one year's time from the Intake month registered, subject to approval of SEGi College Penang. The Student is required to fill up the Transfer Form and submit to SEGi College Penang's Bursary Department. The Student is not allowed to back date the Transfer Form. Transfer is only effective if the Bursary Department has received the Transfer Form and all outstanding fee from previous course is settled. Registration Fee is allowed to be transferred to similar courses only (not for other courses dissimilar to the original course registered by the student) within one year from the Intake month registered.

4.3	Calculations of Course Fees for transfer will be calculated after deducting all outstanding fee from previous course until the period of transfer to new course. Student with outstanding course fee from previous course is required to pay the outstanding balance before joining the new course. A student failing to do so will not be allowed the transfer.
4.4	The student is allowed to transfer to other SEGi institutions in the SEGi University and Colleges group by filling up the Inter-Transfer Form available at Bursary Department. The Student is not allowed to back date the transfer form. Transfer is only effective if the Bursary Department has received the Transfer Form and all outstanding fee from previous course is settled. Registration fee is not transferable to other SEGi Institutions under the SEGi University and Colleges group.
5.	Course Fees Payment
5.1	Course Fees deadline for SEGi College Penang are as follows: If Start of Class (First class of course) for the particular intake falls from 1st until 20th of the month: The 1st Installment / Full Payment's deadline: on the Start of Class Date. (e.g.: If Start of Class falls on 15th, 1st installment deadline is on 15th that particular month.) 2nd and subsequent installment's deadline: 7th of every month inclusive public holidays and semester break at SEGi College Penang If Start of Class (First class of course) falls from 20th until end of the month: 1st Installment / Full Payment Deadline: on the date of Start of Class Date. 2nd Installment deadline: 18th of the second month of the course for that particular intake. 3rd and subsequent Installment deadline: 7th of every month inclusive public holidays and semester break of SEGi College Penang.
5.2	An administrative charge for late payment of RM 5.00 per day (maximum RM 40/month) will be imposed on student for any course fees paid later than course fees payment due date / deadline of every month including Saturday, Sunday and Public Holidays. If any student is unable to pay the fees before deadline, the student is required to furnish SEGi College Penang with a letter or fill up the Late Payment Form, acknowledged by the Head of School stating the reasons for the late payment and subjected to SEGi College Penang's approval. The student is not allowed to back date the late payment form or letter. Allowance for late payment is effective only from the date Bursary receives the Late Payment Form or letter provided the reasons for late payment is approved by SEGi College Penang. Should the student fails to provide a letter or the duly filled Late Payment Form before the fees due date / deadline, he / she will be charged the administrative charge for late payment of RM 5.00 per day or maximum RM 40.00 per month from course fees deadline until the date Bursary received Late Payment Form from student (provided the late payment reason is approved by SEGi College Penang).
5.3	The Student who is applying for study loan / EPF must pay a minimum fee of RM 500 monthly installment or the amount of existing monthly installment scheme (whichever is lower) until the release of the bank loan / EPF. Payment made later than course fee payment due date / deadline of every month will be charged an administrative charge for late payment of RM 5.00 per day (maximum RM 40/month) including Saturday, Sunday and Public Holidays. If student wishes to avoid being charged the administrative charges, the student may apply for waiver under the Late Payment stipulated in Clause 5.2 above (the waiver is subject to above (the waiver is subject to SEGi's College Penang's approval). The Student is given 3 months to apply for bank loan and EPF. Should the date of applying loans and EPF falls before the Start of Class, the 3 months is calculated from the date of Start of Class. Should the date of apply loans and EPF falls after the Start of Class, the 3 months is calculated from the date of application of the loan / EPF. Should the loan or EPF fail to be disbursed after the 3 months' period, the student is required to pay all outstanding course fees up to the current month according to the normal installment plan of the course. For Students applying for EPF, a copy of EPF withdrawal acknowledgement card is required to be furnished to SEGi College Penang.
5.4	Should the loan / EPF be disbursed on semester or partial basis, the student is required to pay his / her course fees up to the current month according to the normal installment plan of the course.
5.5	The Student must settle his / her course fees before sitting for any examination or collection of dockets / transcripts. Failing to do so, the student will not be allowed to sit for the exams or collect his / her transcripts.
5.6	All students must pay their examination fees before sitting for exams. (Student who applied for study loan / EPF which includes exam fees will need to pay his / her examination fees before the loan / EPF approval).
5.7	SEGi College Penang has the right to withhold student's certificate, study materials, exam registration, result transcripts and bar the students from attending classes or take other measures deemed appropriate by SEGi College Penang until all fees are settled.
5.8	Any errors or omissions in fee schedules given to students (if any) are excepted.
6.	Rules and Regulations and Terms and Conditions
6.1	The Student must comply with and abide by SEGi College Penang's Rules and Regulations and the Terms and Conditions contained herein. In the event of non-compliance by the Student of any SEGi College Penang's Rules and Regulations or Terms and Conditions contained herein, SEGi College Penang shall reserve its rights to take such action deemed necessary against the Student. Where applicable, the Student shall be required to comply with the Rules and Regulations, Terms and Conditions of the Partner University in which the Student is registered with, via SEGi College Penang.
7.	Communications
7.1	All letters, receipts, invoices, notices and other communications to the student (where applicable, including to person(s) concerned over the student's wellbeing, welfare, progress of student's studies such as parents, family members, guardians, embassies or consulates of student's home country ("Concern Person") shall be deemed sufficiently served if delivered, (a) by hand to the student (and where applicable, to the Concern Person); or (b) by ordinary post to the Student (and where applicable, to the Concern Person) at the last known correspondence address; and shall be deemed to have been received by the student (and, where applicable, by the Concern person) upon delivery if delivered by hand to the student (and where applicable, to the Concern Person) or within five (5) working days of postage if delivered by post.
7.2	Where appropriate or deemed expeditions, SEGi College Penang may correspond with Students (and Concern Person) by way of electronic mail.
8.	Privacy
8.1	The processing of personal data will be in accordance to SEGi's Privacy Policy and Students must take note of the SEGi's Privacy Notice and Privacy Policy (available at www.segi.edu.my).
9.	Non Commencement
9.1	In the event that SEGi College Penang is of the opinion that it is not viable for whatever reasons, including minimum class size, to commence any proposed course, SEGi College Penang reserves the right not to commence the course and in such an event all fees paid shall be refunded, free of interest.
10.	Variation
10.1	SEGi College Penang has the right to change these Terms and Conditions without prior notice.

Part I : Applicant Declaration

I declare that the information provided by me in connection with the application is true and correct. I undertake to inform SEGi College Penang immediately of any changes in address, phone number and any other information provided by me in this application.

I understand that SEGi College Penang reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. I agree to be bound by the Terms and Conditions of the offer to student at SEGi College Penang.

Applicant Signature

Please send the results/ transcripts/ correspondences

☐ To Me Only ☐ To My Guardians

Date

Privacy

PRIVACY NOTICE: The information requested is used for our assessment of your suitability to programmes offered, for administration, management and support services (including, accommodation, transportation, immigration services), assessment and analysis, programme promotion and which may be disclosed to our service providers and agents, the SEGi University Group and Partner Universities (if applicable) for these purposes or if required to be disclosed to regulatory or statistical authorities, agencies or bodies or (where applicable) to the foreign authorities, embassies or consulates of an international student's home country. The information requested is necessary for the above purposes and your failure to provide the information, or providing inaccurate information may result in us not being able to fulfill the purposes above and could result in rejection or delay of your application.

NOTIS PRIVASI: Maklumat yang diminta digunakan bagi tujuan penilaian kami terhadap kesesuaian anda kepada program yang ditawarkan, untuk pentadbiran, pengurusan dan perkhidmatan sokongan (termasuk, penginapan, pengangkutan, perkhidmatan imigresen), penilaian dan analisis dan promosi program di mana maklumat ini berkemungkinan akan didedahkan kepada pembekal perkhidmatan dan ejen kami, Kumpulan SEGi Universiti dan Rakan Universiti (jika berkaitan) bagi tujuan-tujuan ini atau jika perlu untuk didedahkan kepada pihak-pihak berkuasa regulatori atau statistik, agensi atau badan berkaitan atau (di mana berkaitan) kepada pihak berkuasa asing, kedutaan atau konsulat negara asal seseorang pelajar antarabangsa. Maklumat yang diminta perlu bagi tujuan-tujuan di atas dan kegagalan anda memberikan maklumat, atau memberikan maklumat palsu boleh mengakibatkan kami gagal memenuhi tujuan-tujuan di atas dan juga boleh menyebabkan penolakan atau kelewatan terhadap permohonan anda.

If your application is rejected, we will keep your information for a reasonable period according to legal requirements, and also for administration and marketing purposes and may contact you on any promotions.

Sekiranya permohonan anda ditolak, kami akan menyimpan maklumat anda untuk satu tempoh yang munasabah mengikut keperluan undang-undang, bagi tujuan pentadbiran dan pemasaran dan juga bagi membolehkan kami menghubungi anda sekiranya terdapat sebarang promosi tertentu.

If you do not wish us to contact you for this purpose, please tick (✓) here..... ☐

Note: if you later wish us not to contact you, please send your request via email to askme@segi.edu.my.

Sekiranya anda enggan dihubungi bagi tujuan ini, sila tandakan (✓) di sini..... ☐

Nota: Sekiranya anda tidak mahu dihubungi di masa hadapan, sila hantarkan permohonan anda melalui email ke askme@segi.edu.my.

If your application is accepted, all information provided by you will become our student record and will be necessary to be retained by us for the purposes as stated in our letter of offer to be later issued to you. Further, your information may be disclosed to the person which you specify below and also to such persons mentioned in our letter of offer to be later issued to you.

You have the right to ask for a copy of the information we hold on you (for which we may make a small charge) and to correct any inaccuracies in your information. Please refer to the Registry to submit your request.

Sekiranya permohonan anda diterima, semua maklumat yang diberikan oleh anda akan disimpan sebagai rekod pelajar kami dan adalah perlu untuk kami menyimpan maklumat tersebut bagi tujuan-tujuan seperti yang dinyatakan di dalam surat tawaran yang akan diserahkan kepada anda. Selanjutnya, maklumat anda mungkin akan didedahkan kepada pihak-pihak yang telah anda khususkan seperti di bawah dan juga pihak yang disebut di dalam surat tawaran kami yang akan diserahkan nanti.

Anda berhak untuk memohon salinan maklumat anda dalam simpanan kami (dimana kami akan mengenakan bayaran caj perkhidmatan) dan membetulkan mana-mana ketidaktepatan dalam maklumat anda. Sila rujuk Pejabat Pendaftaran bagi mengemukakan permohonan anda.

Personal Data Protection Act 2010: Persons authorised for disclosure of personal information

Akta Perlindungan Data Peribadi 2010: Orang yang diberi kuasa untuk menerima maklumat peribadi

In the processing of my application, I hereby authorize SEGi to disclose my personal data (including sensitive personal data) to the following persons:

Dalam pemprosesan permohonan saya, saya dengan ini memberi kuasa kepada SEGi untuk mendedahkan data peribadi saya (termasuk data peribadi sensitif) kepada orang-orang berikut:

- (a) My parents/Ibu bapa saya;
- (b) My Spouse (if applicable)/Suami atau Isteri saya (jika berkaitan);
- (c) Other persons (please name and indicate relationship)/Orang lain (Sila namakan dan nyatakan hubungan):

1. Name/Nama :

Relationship/Hubungan :

2. Name/Nama :

Relationship/Hubungan :

3. Name/Nama :

Relationship/Hubungan :

4. Name/Nama :

Relationship/Hubungan :

5. Name/Nama :

Relationship/Hubungan :

6. Name/Nama :

Relationship/Hubungan :

I understand that I am allowed by notice in writing to withdraw my consent for disclosure to the above authorised persons. However, I agree that should I so withdraw my consent, SEGi reserves the right to notify the above persons of that such withdrawal has taken place.

Saya faham bahawa saya dibenarkan melalui notis secara bertulis untuk menarik balik persetujuan mendedahkan maklumat data peribadi saya kepada orang yang diberi kuasa seperti di atas. Walaubagaimanapun, saya bersetuju bahawa sekiranya saya menarik balik persetujuan itu, SEGi berhak untuk memaklumkan orang yang disebut seperti diatas bahawa pemberian kuasa tersebut telah ditarik balik.

I have read the Privacy Notice above and consent to the collection and processing of my personal data in the aforesaid manner.

Saya telah membaca Notis Privasi di atas dan bersetuju terhadap pengumpulan dan pemprosesan data peribadi saya mengikut cara yang diterangkan.

Name/Nama :

NRIC/Passport No./
No Kad Pengenala/No Passport :

Signature/Tandatangan

Date/Tarikh:

Parental/Guardian's Consent (only if applicant is below 18 years old)/Persetujuan Ibu Bapa/Penjaga (jika pemohon di bawah 18 tahun)

I have read the Privacy Notice above and consent to the collection and processing of my child's/ward's personal data in the aforesaid manner.

Saya telah membaca Notis Privasi di atas dan bersetuju terhadap pengumpulan dan pemprosesan data peribadi anak/anak jagaan saya mengikut cara yang diterangkan.

Name/Nama :

NRIC/Passport No./
No Kad Pengenala/No Passport :

Signature of Parent or Guardian/Tandatangan Ibu/Bapa atau Penjaga

Date/Tarikh:

PRIVACY NOTICE: I understand that SEGi will use this information for the purpose for administration and marketing purposes and may be shared with the SEGi University Group and to its service providers. I give my consent to the processing of the data.

NOTIS PRIVASI: Saya faham bahawa SEGi akan menggunakan maklumat ini bagi tujuan pentadbiran dan pemasaran dan berkemungkinan akan dikongsi bersama Kumpulan SEGi Universiti dan juga pembekal perkhidmatannya. Saya dengan ini memberi persetujuan bagi pemprosesan data peribadi tersebut.

Name/Nama :

Signature/Tandatangan

Date/Tarikh:

Parental/Guardian's Consent (only if data subject is below 18 years old)/Persetujuan Ibu Bapa/Penjaga (jika subjek data di bawah 18 tahun)

I have read the Privacy Notice above and consent to the collection and processing of my child's/ward's personal data in the aforesaid manner.

Saya telah membaca Notis Privasi di atas dan bersetuju terhadap pengumpulan dan pemprosesan data peribadi anak/anak jagaan saya mengikut cara yang diterangkan.

Name/Nama :

NRIC/Passport No./
No Kad Pengenala/No Passport :

Signature/Tandatangan

Date/Tarikh:

[Note: Details of SEGi's Privacy Policy is available at www.segi.edu.my]

[Nota: Butiran lanjut mengenai Dasar Privasi SEGi boleh didapati melalui laman sesawang www.segi.edu.my]

FOR OFFICE USE ONLY

Programme Applied		Major	
Mode of Study	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Intake	
Payment Mode	<input type="checkbox"/> PTPTN Loan <input type="checkbox"/> Self-payment <input type="checkbox"/> Scholarship <input type="checkbox"/> Sponsorship <input type="checkbox"/> EPF <input type="checkbox"/> Others :		

Part A: Admission

<input type="checkbox"/> Registration Fee <input type="checkbox"/> Access Deposit <input type="checkbox"/> Security Deposit <input type="checkbox"/> PPD (Full Name) <input type="checkbox"/> E -Resource (Full Name) <input type="checkbox"/> Facilities Fee	<input type="checkbox"/> Admission Fee (PTPTN) <input type="checkbox"/> Lab Fee <input type="checkbox"/> Others _____	<input type="checkbox"/> Promotion/Rebate <input type="checkbox"/> Tuition Fee (Full Payment/Installment)
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International Student

<input type="checkbox"/> Visa Application <input type="checkbox"/> Visa Processing Fee	<input type="checkbox"/> EMGS Fee <input type="checkbox"/> International Student Admission Fee
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Counsellor by : _____ Name: Date:	Approved by : _____ Name: Date: Note: *Acknowledge Approval - Promotion
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Part B: Registry and Admission Office

<input type="checkbox"/> Full Offer <input type="checkbox"/> Conditional Offer <input type="checkbox"/> Rejected
Registry's Remarks and Recommendations _____ (Authorized Signature) Name: Date: Note: *Acknowledge Approval - Student Entry Requirement

Part C: Bursary

Fee Paid	Amount	Receipt No	
<input type="checkbox"/> Registration Fee	_____	_____	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
<input type="checkbox"/> Security Deposit	_____	_____	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
<input type="checkbox"/> Facilities Fee	_____	_____	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
<input type="checkbox"/> Lab fee	_____	_____	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
<input type="checkbox"/> Others	_____	_____	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
Registration Date:		Commencement Date:	
Processed by:		Date:	