

C. PARTICULARS OF APPLICANT'S SIBLINGS

NO	NAME	GENDER	AGE	OCCUPATION	NAME OF EMPLOYER / SCHOOL
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

D. FAMILY EXPENDITURES

NO	TYPE OF EXPENDITURE	MONTHLY (RM)	ANNUALLY (RM)
1	HOUSE INSTALMENT/RENTAL		
2	ELECTRICITY BILL		
3	WATER BILL		
4	EDUCATION EXPENSES _____ PERSON(S)		
	NAME OF CHILD/UNIVERSITY/COLLEGE		
	NAME OF CHILD/UNIVERSITY/COLLEGE		
	NAME OF CHILD/UNIVERSITY/COLLEGE		
5	MEDICAL EXPENSES		
6	INSURANCE PREMIUM		
7	LOAN REPAYMENT		
8	OTHER, PLEASE SPECIFY		

ARE YOU CURRENTLY HOLDING ANY OTHER SCHOLARSHIP(S) OR BURSARY(IES)? YES NO

IF YES TO THE ABOVE, PLEASE STATE THE NAME OF ORGANISATION AWARDING THE SCHOLARSHIP(S) / BURSARY(IES).

E. LIST OF ASSETS (INCLUDING ASSETS HELD BY SPOUSE OR NOMINEES)

PROPERTIES

NO	TYPE OF PROPERTY	LOCATION	ESTIMATED VALUE
1			
2			
3			
4			
5			

OTHERS, PLEASE SPECIFY TYPES AND VALUE

NO	TYPE	VALUE
1		
2		
3		

F. CHECKLIST

1. PLEASE COMPLETE ALL SECTIONS OF THE APPLICATION FORM.
2. PLEASE ALSO COMPLETE ALL SECTIONS OF THE EPSOM COLLEGE IN MALAYSIA APPLICATION FORM.
3. USE ONLY BLOCK LETTERS AND BLACK INK FOR THE FORMS. ILLEGIBLE FORMS WILL BE REJECTED.
4. INCOMPLETE FORMS WILL NOT BE ACCEPTED.
5. APPLICATION IS TO BE SUBMITTED TO EPSOM COLLEGE IN MALAYSIA. SUBMISSION AFTER ANY DEADLINE IMPOSED WILL NOT BE CONSIDERED. EPSOM COLLEGE IN MALAYSIA WILL NOT ENTERTAIN ANY APPEAL TO CONSIDER SUCH APPLICATIONS.
6. PLEASE TICK BESIDE THE CORRESPONDING SECTIONS IN THE CHECKLIST BELOW TO INDICATE THE SUBMISSION OF ALL REQUIRED DOCUMENTATION.
7. APART FROM THE FORMS, ALL OTHER DOCUMENTATION SUBMITTED IN SUPPORT OF THE APPLICATION MUST BE CERTIFIED TRUE COPIES OF THE ORIGINAL DOCUMENT.
8. DOCUMENTS MAY BE CERTIFIED BY AN ADVOCATE & SOLICITOR, COMMISSIONER FOR OATHS, JUSTICE OF PEACE, SCHOOL HEADMASTER/PRINCIPAL OR SUCH OTHER PERSON THAT EPSOM COLLEGE IN MALAYSIA FINDS ACCEPTABLE UPON INQUIRY BY THE APPLICANT. ALL CERTIFICATION MUST BE INDICATED BY THE RUBBER STAMP OF THE CERTIFYING BODY.

CHECKLIST

- COMPLETED APPLICATION FORM
- COMPLETED EPSOM COLLEGE IN MALAYSIA APPLICATION FORM
- APPLICANT'S IDENTITY CARD – BOTH SIDES
- PARENTS' IDENTITY CARD – BOTH SIDES
- APPLICANT'S SIBLINGS' IDENTITY CARDS – BOTH SIDES
- APPLICANT'S PARENTS' LATEST J/EA/B/BE FORM OR EPF STATEMENT AND LAST 3 MONTHS SALARY OR PENSION SLIP
- SPM RESULTS OR PREDICTED RESULTS OR TRIAL EXAM RESULTS
- EXISTING STUDENT – PROOF OF STUDENT STATUS AND ALL EXAMINATION TRANSCRIPTS
- PENSIONS, RENTAL, INVESTMENT

DOCUMENTS TO SUPPORT FAMILY EXPENDITURE EG: BILLS ETC

OTHER RELEVANT DOCUMENT(S) (PLEASE SPECIFY) _____

G. DECLARATION BY APPLICANT'S PARENTS

ALL THE INFORMATION GIVEN IN THIS FORM AND ALL THE DOCUMENTS SUBMITTED ARE COMPLETE, TRUE AND CORRECT.

I/WE AUTHORISE EPSOM COLLEGE IN MALAYSIA TO VERIFY THE INFORMATION FROM WHATSOEVER SOURCES AND BY WHATEVER MEANS THAT EPSOM COLLEGE IN MALAYSIA DEEMS APPROPRIATE.

I/WE UNDERSTAND THAT THE COMMITTEE OF TUNE LIBRA SCHOLARSHIP ("THE COMMITTEE") RESERVES THE RIGHT TO FORFEIT, REVOKE OR RECALL THE TUNE LIBRA SCHOLARSHIP GRANTED TO MY CHILD IN THE EVENT THAT:

- A. ANY OF THE INFORMATION, STATEMENT OR FACT DISCLOSED IN THIS FORM OR ANY OTHER FORMS IS FALSE OR INCORRECT; OR
- B. IF THERE IS ANY MISREPRESENTATION OF INFORMATION, STATEMENT OF FACT IN THIS FORM OR ANY OTHER FORMS; OR
- C. IF ANY OF THE DOCUMENTS SUBMITTED IN SUPPORT OF THIS APPLICATION IS FALSIFIED OR FORGED.

I/WE UNDERSTAND THAT IF THE APPLICANT IS GRANTED THE TUNE LIBRA SCHOLARSHIP, IT MAY BE SUBSEQUENTLY WITHDRAWN IF HE/SHE FAILS TO MAKE ADEQUATE PROGRESS OR FOR ANY OTHER SUFFICIENT CAUSE DETERMINED BY EPSOM COLLEGE IN MALAYSIA.

I/WE HAVE NEVER BEEN MADE A BANKRUPT AND THERE ARE NO OTHER THREATENED, PENDING OR EXISTING BANKRUPTCY PROCEEDINGS COMMENCED AGAINST ME/US.

I/WE DO NOT HAVE ANY CRIMINAL RECORD.

I/WE UNDERSTAND AND ACCEPT THAT THE COMMITTEE RESERVES THE RIGHT AND HAS THE ABSOLUTE DISCRETION TO APPROVE OR REJECT THIS APPLICATION WITHOUT ASSIGNING ANY REASON WHATSOEVER AND I/WE ACCEPT ALL DECISIONS BY THE COMMITTEE AS FINAL AND CONCLUSIVE.

EPSOM COLLEGE IN MALAYSIA AND THE COMMITTEE SHALL NOT BE HELD RESPONSIBLE FOR ANY LOSS OR DELAY IN RESPECT TO THIS APPLICATION.

MY CHILD HAS NOT APPLIED FOR NOR IS A RECIPIENT OF ANY OTHER FINANCIAL ASSISTANCE FROM ANY OTHER FOUNDATION/CORPORATION/GOVERNMENT AGENCIES ETC.

SIGNATURE

NAME: _____

NRIC NO: _____

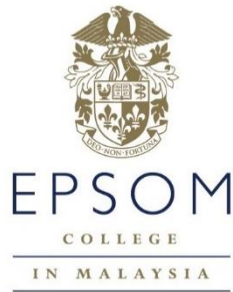
DATE: _____

SIGNATURE

NAME: _____

NRIC NO: _____

DATE: _____



Passport size photo
here

STUDENT APPLICATION

A. STUDENT DETAILS

Level of entry: Year

(PLEASE COMPLETE IN CAPITALS)

Name (as per NRIC or Passport):

(Please underline your surname / family name)

NRIC No. (Malaysians only):

Gender: Male Female

Date of Birth: / / Nationality:
(date) (month) (year)

Religion: Race:

Proposed term of entry: Term 1 / September Term 2 / January Term 3 / April Year:

Boarding Status: Day Weekly Boarding Full Boarding

EDUCATIONAL BACKGROUND

Name of current School:

City and Country: /

Type of Curriculum: British American Malaysian Other:

Language of Instruction:

Level / Grade / Year: / /

FOR INTERNATIONAL STUDENTS ONLY

Passport No.: Date Passport Issued (dd/mm/yy): / /

Passport Issued At: Date Passport Expires (dd/mm/yy): / /

Type of Visa: Date Visa Expires (dd/mm/yy): / /

Do you require a Student Visa? Yes No

B. PARENTS' DETAILS

Mother's title, full name (as in NRIC / Passport):

Father's title, full name (as in NRIC / Passport):

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.....

.....
.....

Home address:

Home address (if different):

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.....
.....
.....

.....
.....
.....
.....

Postcode:

Postcode:

State:

State:

Country:

Country:

Telephone:

Telephone:

E-mail:

E-mail:

Mobile no:

Mobile no:

Occupation:

Occupation:

Company Name and Business address (Only required if applicable for invoicing):

.....
.....
.....
.....
.....

Postcode / State: /

Country:

Business Telephone:

Business E-mail:

Parents' Marital Status: Married Divorced Widowed Other:

Child's Residential Status: Both Parents Father Mother Guardian

C. STUDENT INFORMATION

- i) Has your child ever been referred to an educational psychologist or other specialist, and / or received any special help because of learning or behavioural difficulties? Yes No
If YES, please specify:
.....
- ii) Has the student been involved in any serious disciplinary action? Yes No
If YES, please explain:
.....
- iii) Does the student have special skills or interests (sports, music, drama, dance, art, etc.)? Yes No
If YES, please provide details:
.....
- iv) Sixth Form Entry Only: is the applicant being entered for IGCSEs or equivalent in their current school. Yes No
- v) Please provide any other information you feel is important:
.....
.....
- vi) Do you require Financial Aid? Yes No
Note: Financial Aid is available subject to means tested assessment

D. GENERAL INFORMATION

Please indicate how you first heard of EPSOM College in Malaysia.

- Local Reputation
- Present School
- Friends
- Advertisement
- Other (please give details):

E. PARENTAL / GUARDIAN DECLARATION

We request that our above-named child be registered as a prospective pupil. A cheque for the non-refundable application fee of RM 1,000.00, made payable to **EPSOM COLLEGE MALAYSIA SDN.BHD**, is enclosed. We understand that the terms and conditions of the College (*some of which are highlighted in the attached document and all of which are available on the school website or upon request*) will undergo reasonable changes from time to time and will apply in all our dealings with the College. We understand also that the College (through the Head, as the person responsible) may obtain, process and hold personal information about our child, including sensitive information such as medical details, and we consent to this for the purposes of assessment and, if a place is later offered, in order to safeguard and promote the welfare of the child. In making this declaration, I / We agree to provide the documentation set out in the attached student application checklist.

First Signature:

Name in full:

.....

Relationship to child:

Date:

Second Signature:

Name in full:

.....

Relationship to child:

Date:

FOR OFFICE USE ONLY

FINANCE OFFICE

APPLICATION FEE	Amount:	Receipt No:
	Event:	
	Date:	
	Received by:	
ENROLMENT FEE	Amount:	Receipt No:
	Date:	
	Received by:	

ADMISSIONS OFFICE

ENTRANCE EXAM DATE	Date:	
ENROLMENT	Month:	Year:
	Remark:	
BOARDING HOUSE ALLOCATION	House Name:	
STUDENT ACCESS CARD AND SCHOOL ID NUMBER	Card Number:	ID Number:
TYPE OF SCHOLARSHIP	Award Name:	Percentage:
BURSARY	Remark:	
ACADEMIC ENGLISH PROGRAMME (AEP)	Remark:	
I8 MONTH A LEVEL PROGRAMME	Remark:	

Please tear off and keep for your records

CHECKLIST

LOCAL STUDENTS

- A Completed ECiM Application form
- Application Fee – RM 1,000.00
- ECiM Confirmation of Acceptance Letter
- A copy of student NRIC or Passport
- A copy of parents NRIC or Passport
- A copy of Guardian NRIC or Passport (if applicable)
- A copy of student Birth Certificate
- A copy of Current / Previous School Record
- A copy of Forecast / Actual IGCSE or SPM results
- 3 passport sized photographs

INTERNATIONAL STUDENTS

- A Completed ECiM Application form
- Application Fee – RM 1,000.00
- Student Visa Processing Fee – RM 2,000.00
- ECiM Confirmation of Acceptance Letter
- A copy of student passport (all pages)
- A copy of parent's passport (inner cover page)
- A copy of parents work permit (if relevant)
- A copy of parent's marriage / divorce paper / Legal custody Letter (if relevant)
- Adoption papers (if required)
- A copy of the guardian's passport (if applicable)
- A copy of student Birth Certificate
- A copy of Current / Previous School Record
- A copy of Forecast / Actual IGCSE
- 8 passport sized photographs (Blue background)
- Kartu Keluarga (Family card) for Indonesian applicants*
- Personal Data Form * duly completed

All documents not in English language must be translated and verified at the respective embassy, high commission or certified bodies.

****Form can be downloaded at the ECiM website.***

RESUMÉ OF KEY TERMS AND CONDITIONS

Application and Placement

- A child will be considered for placement in the College after completing the Application Form and providing all the documents required in the Application Form.
- Placement of a child is generally determined by the child's age in accordance to the "Year Age Placement" schedule and/or the entrance test and/or the interview at the sole discretion of the Headmaster or Registrar. The results of the entrance test are strictly confidential and shall not be made available to the child/parent/guardian.
- Payment of a *non-refundable* Application Fee with this application form is required for enrolment into the College.

Enrolment Fee

- To confirm reservation of a place, parent(s)/guardian(s) shall pay the *non-refundable* Enrolment Fee to the College within 14 days from the date of the letter informing of the successful application.
- A refundable deposit is also required, and payment of this is due, together with the tuition fees, on or before the first day the student starts at ECiM. This deposit amounting to ONE-term tuition fees must be maintained throughout the tenure of the student in the College and shall at no time be treated as fee payment and no set off shall be allowed.
- The Deposit shall be refunded to the parent(s)/guardian(s) provided that there are no outstanding fees and that the parent(s)/guardian(s) has provided ONE FULL TERM'S written notice to the College. Such written notice shall be received by the College before the end of the preceding term. Failure to provide sufficient notice will result in the forfeiture of the deposit. In the event the child has a long term absence, ONE FULL TERM'S notice is still applicable.

Payment and Refund of Fees

- All fees must be paid before the commencement of the College term (there are 3 terms a year). The College reserves the right to impose a late payment charge of 5% per annum on all outstanding fees which have not been paid by the 15th day from the commencement of the College term.
- All fees and charges will be paid in cash / credit card, bank transfer or by cheque made payable to:

Bank Name: **EPSOM COLLEGE MALAYSIA SDN BHD**
Bank: **CIMB Bank Bhd**
Bank Address: **CIMB Solaris Mont Kiara, 15 Jln Solaris, Solaris Mont Kiara, 50480 Kuala Lumpur**
Account Number: **8001749320**
SWIFT: **CIBBMYKL**

- Fees for subsequent terms are to be paid on or before the commencement of each term. Students are not allowed to attend class unless all fees payable have been duly paid.
- Fees shall be reviewed on an annual basis and the fees indicated on the current fee schedule are liable to change and may not be the fees applicable for the term for which the place is offered.

MOE, Immigration Department Regulations

- For Non-Malaysian Passport Holder Students: admission to, and continued status as a student at the College, is conditional upon the child possessing a valid visa issued by the Malaysian Immigration Department.

The above represents a resumé of key terms and conditions and should be read in conjunction with the full Terms and Conditions issued once the offer of a place at the College has been accepted by the parent(s).