



IJN COLLEGE

# DIPLOMA PROGRAMMES APPLICATION FORM

Please complete in CAPITAL LETTERS and tick (✓) where applicable

### PROGRAMME PREFERENCE

1. Programme Applied for:

2. Semester  
 March                       May                       September

Year :

### PERSONAL DETAILS

Full Name

Correspondent Address

Postcode:  City:

State:  Country:

NRIC No:  Nationality:

Contact No:  Email :

Race :  Religion :

Date of Birth :  /  /       Age:       Gender:  Male  Female

Place of Birth:  Marital Status:  Single       Married

Widow/Widower       Divorced

### PARENTS/NEXT OF KIN INFORMATION

Full Name :

Relationship:  Occupation :

Address :

Postcode:  City :

State:  Country:

NRIC No:  Nationality:

Contact No:  Email :

Race :  Religion :

**ACADEMIC BACKGROUND (Please enclosed certified copies of all certificates and transcripts)**

**SPM / 'O' LEVEL / SECONDARY SCHOLL CERTIFICATE / EQUIVALENT QUALIFICATION**

	SUBJECT	GRADE
1		
2		
3		
4		
5		
6		

	SUBJECT	GRADE
7		
8		
9		
10		
11		
12		

**OTHER QUALIFICATIONS**

Highest qualification :

Major/ Specialization :

Year Graduated :

Name of Scholl / Institution :

CGPA / Grade:

**ENGLISH PROFICIENCY (For International Applicants only)**

TOEFL Score:  Or IELTS Score

Other qualification :

**DECLARATION**

I declare that the information given in this form is true and correct. I understand that my application can be rejected in the event that I have submitted incorrect or in complete information.

Applicant's signature : \_\_\_\_\_ Date : \_\_\_\_\_

**INTRODUCER**

Name : \_\_\_\_\_ Student/Staff Id : \_\_\_\_\_

NRIC/ Passport No. : \_\_\_\_\_ Contact No. : \_\_\_\_\_

Company Name : \_\_\_\_\_

**FOR OFFICE USE ONLY**

**Checklist**

- Registration Fees  Health Examination Report
- Photocopy of NRIC / Passport  Passport- sized photographs
- Academic Certificates and Transcripts (Certified true copy)

**Result of Application**

Offer for Admission  Conditional Offer  Rejected Program :

Remark : \_\_\_\_\_

Approved by : \_\_\_\_\_ Registrar Date : \_\_\_\_\_

### **CHECKLIST FOR DIPLOMA PROGRAMMES APPLICANTS**

Please submit all the following documents along with the Application Form to ensure that your application is complete and can be processed for admission.

#### **MALAYSIAN APPLICANTS**

- 1) A non-refundable registration fee of RM100 shall be made by:-
  - a) Cheque/bank draft should be made payable to "IJN COLLEGE SDN. BHD"
  - b) For telegraphic transfer (T.T), kindly make payment to  
Swift Code : MBBEMKL  
Account Holder : IJN COLLEGE SDN. BHD  
Address : MALAYSIAN BANKING BERHAD  
JALAN RAJA MUDA BRANCH  
50300 KUALA LUMPUR.
  - c) Cash Deposit : IJN COLLEGE SDN BHD  
Bank : Maybank  
Account : **5640 9820 4432**
  - d) Cash
- 2) A copy of Mycard/NRIC
- 3) Four (4) recent passport sized colour photographs with light blue background and name written on the reverse
- 4) Certified true copies of:
  - SPM/SPMV/O' Level Certificates or equivalent,
  - STPM/A' Level Certificates or equivalent,
  - Certificates
  - Other Academic Qualifications
- 5) Certification of Letter of Completion of Study from previous school/institution with transcripts, if applicants are still waiting for Final results.
- 6) Any other relevant documents.

**Mailing Address:**

**IJN COLLEGE SDN BHD**  
**145, JALAN TUN RAZAK**  
**50400 KUALA LUMPUR**  
**Tel : +603-2617 8200**  
**Email : college@ijn.com.my**