

HELP MALAYSIA-INDONESIA SCHOLARS AWARD (MINSA)

Application Form

ELM Business School No 15, Jalan Sri Semantan 1, Damansara Heights, 50490 Kuala Lumpur, Malaysia
Tel: 603-2716 2000 Fax: 603-2095 7100 www.help.edu.my

A. PERSONAL PARTICULARS (Please use CAPITAL LETTERS)

STUDENT ID

FULL NAME

E-MAIL ADDRESS

PERMANENT ADDRESS

PERMANENT TEL NO.

MOBILE NO.

CURRENT ADDRESS
(If different from above)

PASSPORT NO

RACE

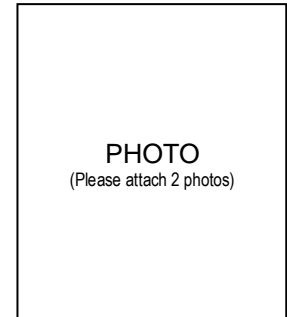
SEX M F

MARITAL STATUS

DATE OF BIRTH

AGE

NATIONALITY



B. PROGRAMME APPLIED FOR (Please tick one only)

HELP UNIVERSITY

- | | | |
|--|--|--|
| <input type="checkbox"/> Foundation (Arts / Science) | <input type="checkbox"/> B Economics (Hons) | <input type="checkbox"/> B Bus (Hospitality Management) (Hons) |
| <input type="checkbox"/> Diploma (Business) | <input type="checkbox"/> B Management (Hons) | <input type="checkbox"/> B Tourism Management (Hons) |
| <input type="checkbox"/> Diploma (Mass Communication) | <input type="checkbox"/> B Bus (Accounting) (Hons) | <input type="checkbox"/> B Information Technology (Hons) |
| <input type="checkbox"/> Diploma (Information Technology) | <input type="checkbox"/> B Bus (Finance) (Hons) | <input type="checkbox"/> B IT (Mobile Computing) (Hons) |
| <input type="checkbox"/> Diploma (Early Childhood Education) | <input type="checkbox"/> B Bus (Marketing) (Hons) | <input type="checkbox"/> B IT (Data Analytics) (Hons) |
| <input type="checkbox"/> B Early Childhood Education (Hons) | <input type="checkbox"/> B Bus (Entrepreneurship) (Hons) | <input type="checkbox"/> B Communication (Media Studies) (Hons) |
| <input type="checkbox"/> B Psychology (Hons) | <input type="checkbox"/> B Bus (Human Resource Mgmt) (Hons) | <input type="checkbox"/> B Communication (Public Relations) (Hons) |
| <input type="checkbox"/> B Bus Psychology (Hons) | <input type="checkbox"/> B Bus (International Business) (Hons) | <input type="checkbox"/> B Communication (Marketing Comm) (Hons) |

C. ARE YOU CURRENTLY APPLYING FOR ANY OTHER SCHOLARSHIP/FINANCIAL ASSISTANCE?

No Yes State the name of the organisation offering the scholarship or financial assistance

D. HAVE YOU WON OR BEEN OFFERED ANY SCHOLARSHIP FROM THE HELP GROUP?

No Yes State the name of the scholarship or the events.

E. DETAILS OF PARENTS, GUARDIAN OR NEXT OF KIN

FATHER'S NAME

MOTHER'S NAME

PASSPORT NO.

PASSPORT NO.

OCCUPATION

OCCUPATION

OFFICE NAME & ADDRESS

OFFICE NAME & ADDRESS

OFFICE TEL NO.

OFFICE TEL. NO.

MOBILE NO

MOBILE NO.

Are your parents financing your studies? Yes No

If not, please specify name of the person who is financing your studies (FINANCIAL SPONSOR)

NAME: _____ PASSPORT NO: _____

RELATIONSHIP: _____ OCCUPATION: _____

F. ACADEMIC RECORDS

HIGHEST TERM EXAMINATION PASSED: SMA2/O-Levels SMA3/A-Levels Other

SMU3/A-LEVELS: SCHOOL/INSTITUTION _____ YEAR _____

NO.	SUBJECT	GRADE	NO.	SUBJECT	GRADE
1			10		
2			11		
3			12		
4			13		
5			14		
6			15		
7			16		
8			17		
9			18		

ENGLISH TEST SCORE IF ANY TOEFL GCE 1119 IELTS

G. EXTRA- CURRICULAR ACTIVITIES / SPORTS / CLUBS & SOCIETIES
 (Complete this section in detail. You may attach a separate sheet if necessary)

NO	GAMES/SOCIETIES/ OTHERS (eg School Prefect, Editorial Board/Awards/Achievements etc)	LEADERSHIP POSITION HELD	YEAR
1			
2			
3			
4			
5			
6			
7			

NOTE:

Please attach CERTIFIED TRUE COPIES of certificates of ECA achievements with this application form.

I. DECLARATION

I, the undersigned, declare that the particulars given by me in this application form are correct, and that I have read and agree to abide by the terms and conditions of the scholarship/financial assistance. I understand that the award can be withdrawn if any information given in this form is found to be incorrect. I have read and understood the conditions of the award as stated in the application form and the attached Terms and Conditions.

Applicant's Signature

Date

J. SCHOOL PRINCIPAL RECOMMENDATION

SCHOOL PRINCIPAL/COUNSELLOR	AMOUNT RECOMMENDED	REASON FOR RECOMMENDATION
<p>Recommended by</p> <hr style="width: 80%; margin-left: 0;"/> <p style="text-align: center;">Signature</p>	<p><input type="checkbox"/> Full Scholarship</p> <p><input type="checkbox"/> Partial Scholarship</p>	

K. FOR OFFICE USE ONLY

HELP REGISTRY/MARKETING DEPT	CEO'S APPROVAL
<p style="text-align: center;">Supported by</p> <p style="text-align: center;">Date</p>	<p style="text-align: center;">Approved by</p> <p style="text-align: center;">Signature</p>
<p style="text-align: center;">Approved/Rejected</p>	<p style="text-align: center;">Date</p>
<p style="text-align: center;">Registrar's or Designates Signature</p> <p style="text-align: center;">Signature</p>	<p>Remarks :</p>

TERMS AND CONDITIONS OF SCHOLARSHIP

1. The scholarships specified herein are open to All SMU3 students who are sitting for examinations in 2019 and are for admission into the 2019/2020 academic year.
2. The scholarship awarded shall be reviewed yearly where attainment of a minimum CGPA of 3.00 is required to be eligible for the following year's scholarship.
3. Applicants must fulfill the specific entry requirements of the program.
4. Applicants who do not fulfill the above minimum requirements may be considered as exceptional cases provided they are recommended by the Principal.
5. The scholarship does not cover admission fees, EMGS fee, external fees incurred and other administrative charges which will have to be paid by all successful applicants.
6. Late and incomplete application forms will not be considered for selection.
7. Only short-listed applicants will be notified.
8. An Administration Fee of RM100 should be paid on submission of the application form. Otherwise, the scholarship application is considered null and void.
9. The scholarships are valid for studies at HELP only.
10. The scholarships are available to Indonesian students only.
11. The scholarships do not cover payment of re-sit and re-enrolment fees.
12. For programs where course fees are charged by the subject (modular program), the total scholarship amount is divided equally among the total number of subjects and will go towards payment of course fees payable to HELP University Sdn Bhd.
13. For programs where course fees are charged by the year (linear programme), the total scholarship amount will go towards payment of course fees payable to HELP University Sdn Bhd.
14. HELP reserves the right to revoke any scholarship due to failure in examinations, withdrawal from program before completion and / or non-compliance with the Rules and Regulations. Recipients will be required to repay the scholarship amount used upon withdrawal.
15. With reference to Clause 14 above, recipients of the scholarship who are subsequently found to be in breach of any of the rules and regulations, academic or otherwise, will have their scholarship revoked and will be required to repay HELP the said sum of money.
16. All recipients of scholarships are required to contribute 3-5 hours per week of their time to assist the Head of Department or the staff in administration, peer counselling, extra-curricular activities, and marketing and promotional activities.
17. The closing date for scholarship applications is **15 June 2019** in order to facilitate the interview process.
18. The Scholarship Committee will meet in end of June 2019 to shortlist and interview candidates for the awards.
19. All decisions made by HELP on matters pertaining to the scholarship will be final.
20. The recipient of this scholarship shall not be entitled to another scholarship given by HELP or by its partner institutions / organization for the same level of study.

Note:

The following items are to be submitted to us for the formal processing of your scholarship application:

- i) HELP Application Form
- ii) MINSAs Application Form
- iii) 1 set of certified photocopies of all academic qualifications
- iii) 1 photograph with **WHITE** background (**45 mm x 35mm**)
- iv) 1 photocopy of passport (all pages, in A4 size paper)
- v) Application Fee of RM100

- Deadline for application submission: 15 June 2019
- Interview date: end of June 2019
- Confirmation of scholarship awards: mid July 2019

Please email the above documents to Mr Bobi Bestari at indonesia@help.edu.my (mobile no: +62895334681797) or Ms Trilie Siow at siowty@help.edu.my. She can be contacted at +60172098199.