UCTS	**UNIVERSITY COLLEGE OF TECHNOLOGY SARAWAK**
	POSTGRADUATE PROGRAMME APPLICATION FORM

PART A   PROGRAMME PREFERENCE & INTAKE

Please indicate your choice of programme with a tick "✓" in the appropriate box.

Proposed Intake (*Select ONE only*)

Intake Year [   ]   **Mode of Study:** ☐ Full Time   ☐ Part Time

By Research Programmes
☐ Master of Engineering   ☐ Master of Science in Applied Sciences
☐ PhD in Engineering   ☐ PhD in Applied Science
☐ Master of Science in Business Management   ☐ Master in Computing
☐ PhD in Business Management   ☐ PhD in Computing

Proposed Admission Intake: ☐ March   ☐ June   ☐ September   ☐ December

By Coursework Programmes
☐ Master of Architecture
☐ Master of Business Administration
☐ Master of Project Management
Proposed Admission Intake: ☐ February   ☐ September

Please allow processing time of 1 to 2 months.

PART B   PERSONAL PARTICULARS

☑ **Please complete ALL sections in this form with *BLOCK LETTERS* (in BLACK in only).**
☑ **Enclose certified true copy of all documents required as listed in the APPLICATION CHECKLIST and sign the application form.**
   Incomplete information may delay the processing of this application.

Please affix a passport-size colour photograph here

1. Name (as in NRIC[1]/Passport[2]): _____

2. (i) NRIC No.[1]: [ ][ ][ ][ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

   (ii) Passport No.[2]: [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

      Expiry Date: _____ ([1] for Malaysian candidate; [2] for International candidate)

3. Title: ☐ Mr   ☐ Miss   ☐ Mrs   ☐ Ms   ☐ Others (please specify) _____

4. Date of Birth (Day/Month/Year): _____ 5. Gender: ☐ Male ☐ Female

6. Nationality: _____ 7. Country of Origin: _____

8. Marital Status: ☐ Single ☐ Married ☐ Others _____

9. (i) Race: _____ (For Malaysian Student Only)

   (ii) Religion: ☐ Islam ☐ Christianity ☐ Buddhism ☐ Hinduism ☐ Others _____

   (Please tick "✔" the appropriate box)

10. Correspondence Address & Contact Details

City	Postcode
State	Country
Tel No.	Mobile No.
Email Address	

11. Permanent Home Address & Contact Details (If different from Correspondence Address)

City	Postcode
State	Country
Tel No.	Mobile No.
Email Address	

12. Emergency Contact

Name	
Tel No.	Relationship

FOR INTERNATIONAL APPLICANT ONLY

Are you holding any type of Malaysian Immigration Pass/VISA now? ☐ Yes ☐ No

1. If "Yes", please specify type of pass: ☐ Social Visit ☐ Student ☐ Diplomatic ☐ Dependent

☐ Work Permit ☐ MM2H ☐ Others (please specify)

_____

3. Immigration Pass No.: _____ Expiry Date: _____

4. If you are currently or were formerly a student of another University/College/Institute in Malaysia:

Name of University/College/Institute

Programme/Course

Date of Joining	Date of Leaving

Reason for Leaving the Programme/Course

PART C   DETAILS OF CANDIDATURE

1. **Details of Proposed Research** (*For Postgraduate Degree by Research*)
   (Please visit http://www.ucts.edu.my for research areas of each academic staffs of UCTS)

   (i) Proposed Field of Research

   (ii) Proposed Title of Research

   (iii) Proposed Supervisor (s) (if any and subject to approval)

	Name	School
(a)		
(b)		

PART D ACADEMIC AND PROFESSIONAL QUALIFICAITONS

UNDERGRADUATE QUALIFICATIONS

Dates From - To	Name and Location of Institution	Full-time or Part-time	Name of Award	Result (CGPA/Grades/Marks/ Class of Honours)	Medium of Instruction

Note: Please enclose the certified true copy of full official transcript of academic record and certificates.

POSTGRADUATE QUALIFICATIONS (if any)

Dates From - To	Name and Location of Institution	Full-time or Part-time	Name of Award	Result (CGPA/Grades/Marks/ Class of Honours)	Medium of Instruction

List of Publications, Proceedings, Papers, or Thesis of which you are main author or co-author.
(Please continue on a separate sheet if necessary)

PROFESSIONAL QUALIFICATION (if any)

Year	Professional Body	Examination (if any)	Stage/Level	Medium of Instruction

PART E   ENGLISH LANGUAGE PROFICIENCY

All applicants must satisfy English language proficiency as required by the programme applied for. Please visit UCTS website for Details of English Language Requirement.

Type of English ProficiencyTest	Year Awarded	Writing	Speaking	Overall Score/Grade/Band
SPM / "0" level English Language				
MUET				
1119 English Language				
TOEFL				
IELTS				
CPE				
ELPT				
ACT				
Others (Please specify)				

Note: Please provide documentary evidence.

PART F   EMPLOYMENT HISTORY *(3 most recent)*

Month and Year		Name & Address of Employer	Email & Phone Number	Nature of Work & Position Held
From	To			

PART G   FINANCIAL SUPPORT

Please tick "✓" your means of financial support.

☐ Self-support / Family ☐ Scholarship / External Sponsorship ☐ Bank Loan

☐ Others (Please specify): _____

If pursue study under scholarship/sponsorship, please:

Name of Scholarship/Sponsorship

Address

Contact No. (Office)	Mobile No.

Note: **Please attach supporting documentation showing the details of your scholarship or sponsorship. For international applicant, the sponsorship letter should be submit together with past 6 months' bank statement.**

PART H   SPECIAL CIRCUMSTANCES

Do you have any disability, impairment or long-term medical condition which may affect your studies?

☐ Yes – please provide us with more details in order for us to assist you during your studies at UCTS. Please enclose a photocopy of the medical report (approval must be obtained before registration)

☐ No

PART I REFEREES

Please complete the prescribed Referee From as attached together with the application form. Please have 1 set of referee form for each referee. The completed referee forms must be endorsed and enclosed inside a sealed envelope.

FIRST REFEREE:

Name	
Title	
Occupation	
Address	

Tel No.	Office		Home		Mobile	
Fax No.			E-mail			

SECOND REFEREE:

Name	
Title	
Occupation	
Address	

Tel No.	Office		Home		Mobile	
Fax No.			E-mail			

Note: (i) At least one the referees must be able to provide information/background of the applicant's academic standing.
(ii) The referees <u>must not</u> be the potential supervisors, personal acquaintance and relatives.

PART J   DECLARATION AND SIGNATURE

I heraby declare and certify that:

☐ I have read and understood all the guidelines as well as information on the applied programme for admission to University College of Technology Sarawak for consideration.

☐ All statements I have provided in the Postgraduate Programmes Application Form and any documents supporting my application for admission to the University College of Technology Sarawak are true and correct.

☐ If I am admitted into the applied programme, I will comply with all regulations of the University College of Technology Sarawak.

☐ I understand that failure to comply with admission requirements and deadlines will normally result in the denial of admission. Discovery that any information is false or misleading, or that any material information has been concealed or withheld will invalidate an application and will normally result in its immediate rejection or in the revocation and cancellation of an offer of admission and/or registration if the applicant had been admitted.

☐ I do not pursue other postgraduate degree programme in the same discipline in University College of Technology Sarawak or any other Institutions of Higher Learning. Prior written approval must be obtained from University College of Technology Sarawak if I intend to pursue other academic programme in University College of Technology Sarawak or any other Institutions of Higher Learning during the period of my candidature.

☐ I acknowledge that my references may be contacted for further information.

Name of Applicant: _____

Signature of Applicant: _____

Date:

* Please complete all relevant sections of the form, sign the form and date the declaration on the form.

PERSONAL DATA PROTECTION STATEMENT

Students' information is gathered for various academic and administrative reasons. It is processed in accordance with the Malaysian Personal Data Protection (PDP) Act 2010, and will only be disclosed to third parties upon the individual's consent or to meet statutory obligation. The information provided in this application from will be kept and used for academic and administrative purposes by the University.

APPLICATION CHECKLIST

Please ensure you have attached all requested documentation to avoid delay.

Common Documents

No.	Documents to be submitted	Please "✓" if enclosed
1	Postgraduate Application Form	
2	Three (3) copies of certified true copy of the full official transcript of your academic record and certificates for all studies at the undergraduate level, postgraduate level (if any), or other equivalent qualifications. Transcripts must list all subjects taken including failures, marks, and/or grades awarded with an explanation of the grading system	
3	Two (2) Referee Form for Postgraduate Study (in sealed and signed envelopes)	
4	Postgraduate Research Proposal	
5	Certified true copy of the English Language Proficiency Test results (if any)	
6	First page of publications, journals and articles (if any)	

Additional Documents for Malaysian Applicants

No.	Documents to be submitted	Please "✓" if enclosed
1	One (1) certified true copy of Identity Card (MyKad) (front and back)	
2	Three (3) passport-sized colour photographs (excluding the one affixed on the front page of this form)	
3	Certified true copy of MCE/SPM certificate	

Additional Documents for International Applicants

No.	Documents to be submitted	Please "✓" if enclosed
1	International Student Charge	
2	Five (5) passport-sized colour photographs with blue background (excluding the one affixed on the front page of this form) (3.5cm wide × 5cm height)	
3	Three (3) copies of certified true copy of original passport (all pages of the passport including blank pages) and ensure passport has a minimum of one (1) year validity	
4	Pre-Arrival Health Examination Report	
5	Bank statement of the past 6 months	
6	Institution Leaving Certificate/Testimonial, Release Letter, Results, Academic transcript and Attendance report (applicable to International applicant transferring from another University/College/Institute in Malaysia and holding a Student Pass or Dependent Pass)	

Other Documents if applicable

No.	Documents to be submitted	Please "✓" if enclosed
1	Curriculum Vitae	
2	Employer testimonial/recommendation letter	
3	Letter of scholarship/sponsorship, etc	
4	Certified true copy of the membership of professional bodies	
5	No Objection Certificate (for Sub-Saharan countries)	
6	Original release letter (for international students who studied in Malaysia before)	
7	Supporting documents for Module Exemption (for international students who studied in Malaysia before)	

Please return the completed application form and all certified true copy of supporting documents stated above to:

Academic Affairs & Registry Department
University College of Technoology Sarawak
868 Persiaran Brooke
96000 Sibu
Sarawak, Malaysia
Tel: +60 84 367 300   Fax: +60 84 367301
Website: www.ucts.edu.my

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GENERAL INFORMATION

How did you learn about University College of Technology Sarawak (UCTS)?

☐ UCTS existing students*   ☐Leaflet/Brochure   ☐Banners   ☐Website   ☐Others: _____

*Please provide the following information:

Student Name:_____

Student ID:_____

Programme:_____