Institut Akauntan KTC (JB) (DK273-02(J))

26, Jalan Wong Ah Fook, 80000 Johor Bahru, Johor

KTC GROUP OF ACCOUNTANTS INSTIT

Tel : 07-222 1998	Fax : 07-224 3315	E-mail : johorbahru	@ktcgroup.edu.	my _K	TC GROUP OF ACCOUNTANTS INSTITUTES		
	AP	PLICATION FO		ON			
Name							
Gender		NRIC No	1	1			
Mobile No.		Nationality					
Tel No. (H)		D.O.B		(dd/mm/yy)	Photo		
Race		Place of birth					
Religion		Intake	1				
Address 1							
Address 2							
Hobby	Club						
Email							
Course	FULL TIME	KTC-DIA	Double DIP				
	PART TIME	САТ	LCCI	Please tick	~ (V)		
		EDUCATION					
Q	ualification	Year Start	Year Complete		Grade		
		EMPLOYMEN	THISTORY				
Company	Position Du	uration Date Left		Reas	on		
		Parents'	Details				
Father's Name							
NRIC No	/ /						
Mobile.No		Nationality					
Tel No. (H)		Tel.No (O)					
Occupation			Company				
Email							
Mother's Name							
NRIC No	<u> </u>			1			
Mobile.No		Nationality					
Tel No. (H)		Tel.No (O)					
Occupation			Company				
Email							
News		Emergency	Comaci				
Name		, ,			1		
Gender Mobile.No		Vationality	J ^r	Relationship			
Tel No. (H)	ľ	Tel.No (O)		-			
Occupation			Company				
Address 1							
Address 2							
Email							

DECLARATION (Please read this section carefully before signing the form) 2								
TERMS & CONDITIONS								
 Monthly installment must be paid by 7th of each month. Payment paid later than 7th of each month will be considered late payment and an interest penalty of 2.5% will be charged on the outstanding fees. 								
3. All registration fees, miscellaneous fees & convocation fees paid are NOT refundable.								
e de la construcción de la constru	KTC Accountants Institutes operates a refund policy for Course Fees only. If students written notice of							
withdrawal is received:								
	75% course fees refund - ("Maximum refund") More than [30] days before the course commencement date							
	50% course fees refund - Less than 30 days before the commencement date 0% course fees refund - On or after the course commencement date							
5. Student is allowed to change course not later than the 3rd month after the intake.								
 Student is allowed to change course not later than the sid month after the intake. Student changes course within the 3 months of the intakeSurplus in the signed up course fees 								
will not be refunded but instead to be reimbursed for payment for exam fees, miscellaneous fees or tutorial fees.								
7. Student changes courses within the 3 months of the intake Shortfall for the change course is								
required to pay by the student.								
Student changes course after the 3rd month from the intake - no refund / reimbursement if the fees of the course which student plans to change is lower than the present course taking.								
 Miscellaneous charges for learning materials for the changed course will be charged accordingly. 								
10. Extension of duration of course (KTC-DIA & CAT) - additional miscellaneous charges per semester								
will be imposed.								
11.*Student who wishes to withdraw from the program after the commencement of the course, must request in								
writing and is subjected to the college's approval. 12.*Course fees will be calculated accordingly based on single subject fees.								
			natever free lessons or tutorial					
classes which he/s		required to pay for wi						
	14. KTC Group of Institutes reserves the right to make changes in lecturing staff, course timetable etc where and							
when it deems necessary.								
15. KTC Group of Institutes reserves the right to suspend or cancel class due to unforeseen circumstances.								
16. All effort will be made to arrange for the registration of students to sit for examination. However, no liability can								
be attached to the college if, by any reason of willful suppression or omission of essential particulars on the student's part or other reason beyond the control of the college, the student is refused examination entry by								
an examining body.								
17. Student is liable to immediate dismissal for any serious misconduct and / or breach of the college's rules								
and regulations. 18. Student has to comply with the general safety standards and to observe proper handling of all								
equipment. Any willful damage to equipment will render the student responsible for the repairs or replacement								
of the equipment.								
19. Student must adhere strictly to all notices and regulations displayed on the premises. 20. Student who wishes to apply for testimonial, can do so within 1 year from graduation date.								
			the paper or module after the validity					
			he exemption of registration fees.					
	(*applicable to stu	dent who withdraws from	n the program)					
I hereby declare that t	he information given is cori	rect and I agree to abid	e by the above terms and					
conditions.								
Si	gnature		Date					
		FFICE USE ONLY						
		Imission Checklist should provide the follo	wing:					
		med written at the back	A photocopy of school leaving certificate					
A photocopy of Identity card The copies of all relevant certificates								
		ode of Payment						
Registration Fee	RM .	Rebate (RM)	Full Payment					
Miscellaneous Fee	RM .	Scholarship	. Installment					
Convocation Fee	RM .		% RM x					
Course Fee	RM .		RM x					
Total	RM .							
Others								
Fair Walked in Tele-Marketing Advertisement Others								
Handed By		Introduced By						

O/R No

L

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Amount

Date