

APPLICATION FOR SCHOLARSHIP AND STUDY LEAVE

CHECKLIST

Name of applicant/Staff No.:

I/C No. :

Date of Birth and Age :

Kulliyah/Department :

Programme applied for :

	Yes	No.	Remarks, if any.
1. Offer letter for admission from the University			
2. Dean's comments / support / acknowledgement			
3. i) Obtained Bachelor's degree *1st class / 2nd class upper / 2nd class lower CGPA if available : _____			
ii) Copy of Bachelor's degree attached			
iii) Obtained Master's degree *1st class / 2nd class upper / 2nd class lower CGPA if available : _____			
iv) Copy of Master's degree attached			
4. i) TOEFL / IELTS result and score			
ii) Result enclosed			
5. i) Research Methodology taken			
ii) If yes, certificate enclosed			
6. i) Malaysian			
ii) Bumiputera			
7. i) Bonded with any institution / organisation			
ii) Name of organisation. If yes, how long.			
8. i) Scholarship received for the programme applied			
ii) If yes, name of sponsor			

Applicant's initial : _____

* Note : Please delete wherever appropriate

Workstation : MSD
Version No. : 01
Revision No. : 01
Effective Date : 01/04/2013