

# ELM GRADUATE SCHOOL APPLICATION FORM

Student number (For office use)

--	--	--	--	--	--	--	--



**PHOTO**  
1 passport-size  
or soft copy of  
3.5cm x 4.5cm  
with white  
background

<b>Name of Applicant</b>	
<b>Application Date</b>	
<b>Intake (month / year of planned course commencement)</b>	

Please tick (✓) in box against course OR write name of course if not listed below)

BUSINESS / MANAGEMENT	PSYCHOLOGY
<input type="checkbox"/> Master of Business Administration (MBA)	<input type="checkbox"/> Master of Clinical Psychology (MCP)
<input type="checkbox"/> Master of Applied Business Analytics (MABA)	<input type="checkbox"/> Masters in Counselling (MC)
<input type="checkbox"/> Master of Corporate Governance (MCG)	<input type="checkbox"/> Master of Philosophy (MPhil) in Psychology
<input type="checkbox"/> Master of Project Management (MPM)	<input type="checkbox"/> Doctor of Philosophy (PhD) Psychology
<input type="checkbox"/> Master of Philosophy (MPhil) (Pure Research)	EDUCATION & LANGUAGE
<input type="checkbox"/> Doctor of Philosophy (Business, Management and Entrepreneurship) (Pure Research)	<input type="checkbox"/> Master of Education (Teaching and Learning) (MEDTL)
<input type="checkbox"/> Master of Business Administration (ODL)	<input type="checkbox"/> Doctor of Philosophy (Education) (Mixed-Mode)
<input type="checkbox"/> Master of Accounting and Finance (MAF)	COMPUTING & INFORMATION TECHNOLOGY
<input type="checkbox"/> Master of Entrepreneurship (MER)	<input type="checkbox"/> Master of Data Science (MDS)
<input type="checkbox"/> Master of Human Resource Development (MHRD)	CRIME AND CRIMINOLOGY
<input type="checkbox"/> Doctor of Business Administration (DBA)	<input type="checkbox"/> MSc in Economic Crime Management (ECM)

HELP University values your decision to pursue your course of choice. The Admissions Committee will consider applications on the basis of the applicant's academic, professional and other qualifications, in terms of the admissions policy.

HELP University will issue a letter of course admission to successful applicants, normally within seven (7) working days. Please note that your course commencement and

progression is subject to settlement of applicable course fees and other requirements stated in the course admission letter.

Our mission is to help people succeed in life and live a life of significance through education. We are confident candidates will find the learning and networking experience interesting and invaluable for their career advancement and personal enhancement.

Have you made any previous applications to the HELP Group?  NO  YES

Please specify:

How did you know about HELP and its postgraduate programmes?

Please specify:

Were you previously a registered student at any other educational institution in Malaysia?  NO  YES

If yes, please specify year(s):

If you are an expatriate domiciled in the present country, please specify your nationality

If you have previously held or are holding a Malaysian student visa, please provide details on an attachment

**SECTION A: PERSONAL INFORMATION** (Please provide legal name as in national ID/passport)

First Name(s) (As in National ID/Passport)			<div style="border: 1px dashed black; padding: 10px;">           1 passport-size or soft copy of (3.5 cm X 4.5 cm) photograph with white background         </div>
Surname/Family Name			
Nationality	Race	NRIC/Passport No	
Date of Birth dd/mm/yy	Place of Birth		
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status		
Correspondence Address			
City		Country	Postcode
Tel No		Mobile Tel No	
Fax No		Email address	
Business/Home/ Permanent address			
City		Country	Postcode
Tel No		Mobile Tel No	
Fax No		Email address	
Person to contact in event of emergency Name, contact information and relationship to applicant			

Do you have any medical condition(s) or disability that require(s) special assistance?  **NO**  **YES**

If Yes, please specify: \_\_\_\_\_

**Please name the location of the nearest Malaysian Embassy/ High Commission / Consulate for your student entry visa application:** (Note: Malaysian RM150 (about USD42) will be charged for any subsequent change of embassy/high commission/consulate after this application has been submitted.)

Your own Country

Country \_\_\_\_\_

City \_\_\_\_\_

Neighbouring Country (if there is none in your country)

Country \_\_\_\_\_

City \_\_\_\_\_

**TO BE COMPLETED BY RECRUITING AGENT**

Name of Recruiting Agent	
The offer letter and the Visa Approval Letter (VAL) should be emailed to	
The offer letter and the Visa Approval Letter (VAL) should be posted to	

**PLEASE UPDATE ELM GRADUATE SCHOOL IMMEDIATELY OF ANY CHANGES TO THE ABOVE INFORMATION**

**SECTION B: ACADEMIC AND PROFESSIONAL QUALIFICATIONS AND CAREER HISTORY**

If space is not sufficient, please use an attachment.

**TERTIARY EDUCATION**

Academic Institution	Award (Name of degree/diploma, etc.)	Date of conferment of award

**PROFESSIONAL AND OTHER QUALIFICATIONS**

Professional Body / Institution	Qualification	Membership / Admission Date

**CAREER**

CURRENT OCCUPATION-EMPLOYER (Appointment Date / Nature of Business)

Responsibilities and Duties

**PREVIOUS EMPLOYMENTS**

Organisation / Nature of Business	Position / Duration	Roles and Responsibilities	Dates (Month/Year)

**SECTION C: APPLICATION FOR CREDIT TRANSFER (EXEMPTION)  NO  YES**

Please mark ✓ in appropriate box above. Applicants who wish to apply for credit transfer for the course based on previous qualifications should submit relevant documentation such as the award certificate, transcripts, course syllabus and assessment method.

Exemptions are normally only granted on the basis of qualification at postgraduate level. A fee is chargeable for each credit transfer granted.

Details of Credit Transfer Application

**SECTION D: OTHER INFORMATION, IF ANY**

**SECTION E: STATEMENT OF PURPOSE AND APPLICANT'S DECLARATION**

Please explain why you wish to pursue the course and how the learning experience and qualification are likely to benefit you in your career and personal development. Please use an attachment, if necessary.

I, \_\_\_\_\_ (applicant's name), hereby submit my application for admission into the course as stated in this form, together with the application fee payable to **HELP UNIVERSITY SDN BHD**.

FOR MALAYSIAN APPLICATIONS	FOR INTERNATIONAL APPLICATIONS
RHB Bank Berhad Account No.: 2143-3435-0034-32	HSBC Bank Malaysia Berhad Level 1, Annexe Menara Millennium, Jalan Damanlela, Pusat Bandar Damansara, 50490 Kuala Lumpur Account No.: 359 010 303 101 Swift Code: HBMBMYKL

I declare that the information given is true and correct, and that, on course commencement and progression, I shall comply with all the governing conditions, and rules and regulations of HELP University. I acknowledge that any false or misleading information given may result in the non-acceptance of my application or my exclusion from the course and the university. I authorise HELP University to obtain evidence from any third party as is necessary for confirmation of the information that I have provided for the purpose of this application.

I nominate the following individuals who agree to provide references in support of my application:

Name of Referee	1	2
Position and Organisation		
Contact Information Addresses, Tel. No., E-mail Address, etc		

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

THIS SECTION FOR OFFICE USE ONLY	
Education Advisor	Course Admission Letter Issued
Course Admission Approved By Name and Signature	Processed By
Date / Comments	Date



For more information and enquiries \_\_\_\_\_  
**ELM Graduate School | Institute of Crime and Criminology**  
 15, Jalan Sri Semantan 1, Off Jalan Semantan, Bukit Damansara, 50490 Kuala Lumpur  
 Tel: +6012-928 0864 Website: www.help.edu.my Email: study@help.edu.my  
**Department of Psychology | School of Information and Communication Technology**  
**Department of Education | Department of Languages**  
 Persiaran Cakerawala, Subang Bestari, Seksyen U4, 40150 Shah Alam, Selangor  
 Tel: +6012-928 0864 Website: www.help.edu.my Email: study@help.edu.my