

Reg. No. _____

List of Application Documents to be submitted

- All submitted documents should be photocopied in A4.
- Please order the documents by number.

No	Document	Original / Certified Sets		Copy of Original / Certified Sets		Remarks
		Required	Submitted (Tick in)	Required	Submitted (Tick in)	
1	Check List (this sheet)	1		/	/	Please tick in each "submitted" column.
2	Application Form (Prescribed form)	1		1		Please use clip, do not staple. Please paste photos on each set.
3	Undergraduate degree graduation certificate (or Copy of Diploma)	/	/	1		The graduation certificate must be written in English. If you don't have the certificate, please submit a copy of Diploma. It must be officially certified. All documents must be officially certified . <u>Notary Seal on the copy must be original.</u>
4	Academic Transcript	/	/	1		The academic transcript must be written in English and contain all the grades earned in the university. It must be officially certified. All documents must be officially certified . <u>Notary Seal on the copy must be original.</u>
5	A copy of Passport with photo	/	/	1		If you do not have Passport, National ID and birth certificate are acceptable
6	Photo (4cm×3cm)	6		/	/	