



**BINARY UNIVERSITY**  
MANAGEMENT & ENTREPRENEURSHIP

## BINARY GRADUATE SCHOOL APPLICATION FOR ADMISSION

Malaysian  International

ATTACH  
PHOTO

### Instructions:

1. Please complete ALL sections in this form using **BLOCK LETTERS**.
2. Enclose certified true copies of all supporting documents with this completed and signed application.
3. This application is the property of Binary University. Supporting documentation will NOT be returned.
4. For more information on admission or application procedure, please visit our website at [www.binary.edu.my](http://www.binary.edu.my)

### Section A - Personal Details

Have you previously applied or studied at Binary University?  Yes  No If yes, your student id is:

Title:  Mr  Mrs  Ms  Miss Gender:  Male  Female Date of birth:

Full name:   
(as in NRIC/passport)

Family name / Surname:

NRIC / Passport no.:  Marital Status:  Single  Married  Other

Nationality:

Home Phone:  Mobile:

Email(s):

Correspondence address:

(address for the University to post/mail all correspondence)

Town / City:  Postcode:

Country:

Permanent Home address:

(if different from above and should not be the same as your agent)

Town / City:  Postcode:

State:  Country:

### International Student Pass Details: For international students only

Do you hold a valid Malaysian visa / pass?  Yes  No If yes, indicate the type of visa / pass:

(e.g. social visit / student / dependent / diplomatic / MM2H / employment pass)

Visa / pass expiry date:  Passport expiry date:

## Section B - Program Details

Please select a program you are interested to pursue at Binary University

- PhD
- Doctorate in Business Administration (DBA)
- MBA
- MSc Information Technology Management
- MSc Social Entrepreneurship *(by research)*
- MSc Computer Science *(by research)*
- MSc Entrepreneurship & Innovation *(by research)*
- MSc Project Management *(by research)*
- MSc Islamic Banking & Finance *(by research)*
- MSc Education Management *(by research)*
- MSc Accounting & Finance *(by research)*
- MSc Tourism Management *(by research)*
- MSc Human Resource Management *(by research)*
- MSc International Marketing *(by research)*
- MSc Real Estate Management *(by research)*
- MSc Quality Management *(by research)*
- MSc Environmental Management *(by research)*
- MSc Public Management *(by research)*

### Mode of study

- Full Time    Part Time *(Not applicable for international students)*

### Expected Date Start

DD / MM / YYYY

Have you applied to Binary University in the past?    Yes    No

## Section C - Academic Qualifications

Name of qualification	Name and state/country of school	Date commenced & completed	Result / Grade
e.g: MBA	e.g: Binary University, Selangor, Malaysia.	e.g. Jan 2014 - Nov 2016	CGPA: 3.0 / 3.5

## Section D - Work Experience

Employer	Country of Employment	Date commenced & completed	Position

## Section E - Medical / Disability Needs *(if applicable)*

Do you have a disability, impairment or long-term medical condition which may affect your studies?    Yes    No

*If yes, please provide the relevant medical documentation upon this application which will enable us to provide reasonable adjustments to support you in your studies. Disclosure of this information is treated confidentially and will not be used to disadvantage you.*

**Referee (Please name here the people who have completed your endorsed reference form)**

Name:  Position:

Organization:  Telephone:

Email Address:  Fax:

Complete Address:

Town / City:  Postcode:

Country:

**Recommendation:**

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*Referee Signature or Stamp*

## Personal Statement in support of Application

We are particularly interested in your reason for applying and other information relevant to your application which you have been unable to provide elsewhere on the form. If you have been out of formal education for some time, please outline any relevant experience that may be taken into account in lieu of formal qualifications.

## Criminal Convictions

Do you have any criminal convictions or any charges pending against you ?  Yes  No

*(if yes, please give details of them, including when the offence(s) occurred).*

## Eligibility for Application

The minimum entry requirements are as below: *Please tick whichever applicable.*

**(a)** Bachelors degree in any discipline from a recognised University for entry into any masters degree

**(b)** Masters degree from a recognised university for entry into the PhD / DBA

**(c) i.** TOEFL (Test of English as a Foreign Language) score of 600 or IELTS of 6.5 **or**

**ii.** My Bachelors or master degree was obtained in the English medium (provide proof) and I am prepared to sit the placement test.

## REFUND POLICIES AND PROCEDURES

### A. APPLICABLE TO ALL STUDENTS

1. I hereby agree that the Registration Fee paid is strictly NON REFUNDABLE under any circumstances.
2. I hereby agree that the University will refund the following: Personal Bond (international students) and Hostel Deposit provided that no regulations have been breached and I do not have any outstanding fees with the University.
3. I hereby agree that at all times it is imperative that all rules and regulations are strictly adhered to, failing which the University shall forfeit Refundable Deposits.
4. I hereby agree that in the event I fail to settle my fees in accordance with the respective due date, I shall be liable to pay penalty charges that shall be levied according to the University Policy.

### B. APPLICABLE TO MALAYSIAN STUDENTS ONLY

A Malaysian student who has paid on a yearly payment or semester basis who decides to withdraw from a programme will be treated in the following ways:

1. In the event that a refund is requested before the course begins: Registration fees will be forfeited.
2. In the event that a refund is requested within the 1st week of commencement of classes: Same as (1) above plus 50% of one semester will be forfeited.
3. In the event that a refund is requested after 1 week of commencement of classes: Same as (1) above plus 100% of the first semester fees will be forfeited.

### C. APPLICABLE TO INTERNATIONAL STUDENTS ONLY

1. I hereby agree that all initial visa and tuition fees paid as stipulated in the Letter of Acceptance / Conditional Letter of Offer / Conditional Letter of Acceptance are strictly NON REFUNDABLE.
2. In the event that a refund is requested before the course begins, Registration fees and International Administration fees and 25% of tuition fees will be forfeited.
3. In the event that a refund is requested upon arrival in Malaysia after having been cleared from the Immigration, same as (2) above plus 50% of one semester fees will be forfeited.
4. In the event that a refund is requested upon commencement of class. Same as (2) above plus 100% tuition fees will be forfeited.
5. I hereby agree to remit with immediate effect all initial tuition fees payable to the University upon my visa being approved and I being notified of the same, prior to arriving at the University.

### D. APPLICABLE TO SCHOLARSHIP STUDENTS ONLY

1. I hereby agree to accept the Binary Scholarship based on the terms and conditions in the scholarship form.
2. I understand that the scholarship applies for the tuition fees only. ALL other fees are to be borne by me.
3. I hereby agree that the University has the right to revoke my scholarship if I do not fulfill the terms and conditions contained in the scholarship agreement.
4. I hereby agree that in the event, I choose to leave the University prematurely, I agree to pay back the full fees based on the non scholarship scheme failing which legal action will be taken against me.

### E. APPLICABLE TO HOSTEL STUDENTS ONLY

1. I hereby agree to accept the Binary Hostel Contract based on the terms and conditions in the hostel application form.
2. I hereby agree that as a tenant, I am required to stay for at least one year (12 calendar months) after which I am free to terminate the tenancy agreement by providing at least 3 months notice prior to leaving. The deposit is refundable less any damages or outstanding bills.
3. I hereby agree that in the event, I decide to leave hostel earlier than 12 months, my hostel deposit will fully forfeited.

## DECLARATION BY STUDENT

I Hereby understand and agree that it shall be my responsibility to be aware and abide with all relevant and applicable rules and regulations of the University. I hereby declare that all information herein provided is complete, accurate, true to the best of my knowledge. I also agree that the University reserves the right to vary or reserve any decision in respect of my registration in the event that the said information is found to be untrue, incorrect or incomplete. I also agree that in the event the University shall forfeit the said fees, I shall not have any claim whatsoever against the University. I also agree that the University reserves the right to alter, amend, change or modify the current published fees and all fees payable shall be published fees at the time of payment.

*Signature*

To be signed by parents / guardian / sponsor if student is under 18

*Signature*

Date: DD / MM / YYYY

Date: DD / MM / YYYY

## FOR OFFICE USE ONLY

Application Status  Conditional Offer  Unconditional Offer \_\_\_\_\_  
Remarks

Fulfillment of English Requirement  Yes  No \_\_\_\_\_  
If YES, please specify

Documents Submitted  Offer Letter / Acceptance Letter  2 passport-size photos  
(8 passport-size photos for international students)

Health Examination Report (for international students)  Photocopied IC / Passport  
(2 full set of photocopied passport for international students)

Certified Degrees, others.

## INITIAL FEES FOR LOCAL / INTERNATIONAL STUDENTS

Fees	Amount	Collected by	Receipt No.	Date
Visa Processing Fees (MBA)	2,980			
Visa Processing Fees (DBA) (PhD)	3,980			
International Admin Fees	1,960			
Registration	600			
Library Fees	200			

Recruited by Agent, Student, Marketing staff  Yes  No  
If yes, please specify name of company / agent / marketing executive / student \_\_\_\_\_

### Received completed form with full documents

Person in charge \_\_\_\_\_ Date: DD / MM / YYYY