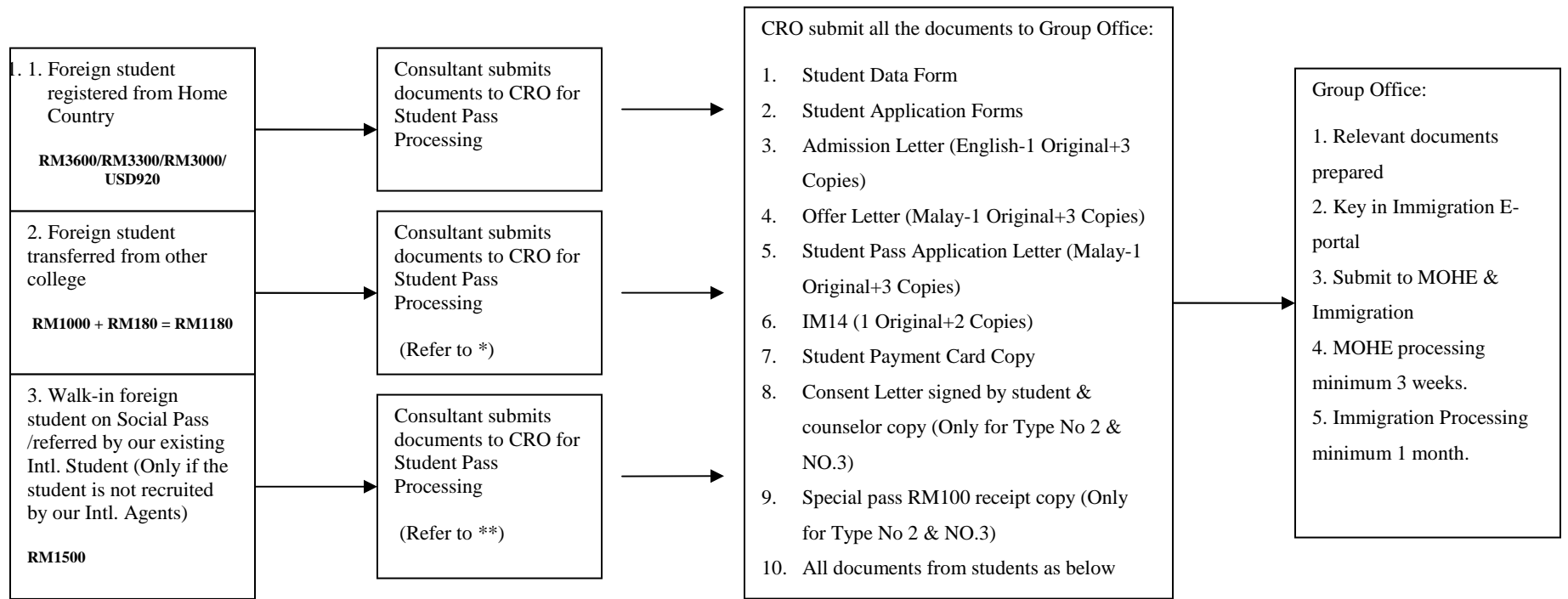


INTERNATIONAL STUDENT NEW APPLICATION FLOW CHART



Documents Collected from all Foreign Students

- a. 3 sets of Passport copies (all pages of Passport in A4 pages)
- b. 3 sets of photo copies of school certificates (Certified by Origin Council/Notarial Office)
- c. 3 sets of Photo copies of Transcripts (Certified by Origin Council/Notarial Office)
- d. 8 Passport size colored photographs
- e. TOFEL Score 550 and above (traditional assessment) or 213 and above (computer assessment)
IELTS score of 6.5 and above or other equivalent English qualification (All foreign students are required to sit for English placement test upon arrival to the college)
- f. Student aged 23 and above must enclose Curriculum Vitae, Students' Personal Statement and a reference letter from the previous employer.

* Documents for student Transfer from other College

1. Release letter from previous College signed by CEO & endorsed
2. Personal Statement
3. If current Student Pass validity is less than 3 months, special pass application will NOT be accepted. Student must leave the country before expiry date. Immigration will only consider special pass application for those students who have approval from MOHE.
4. Transfer college application will be proceeded by MOHE for a minimum 3 weeks.

** Special Pass Application

1. Consent letter must be signed by student & counselor. In case of rejection of special pass application from immigration, student must leave the country before expiry date.
2. Foreign students with a Social Pass validity minimum 2 weeks, Group Office will try to apply for special pass from immigration, principal/Center Director Approval is required.
3. Visa ON Arrival will NOT be extended through Special Pass.