

**Registry**

**Malaysian Institute of Art (535370-K)**

No. 294-299, Jalan Bandar 11,

Taman Melawati,

53100 Kuala Lumpur,

Malaysia

+603 4108 8100

+603 4108 1543

mia@mia.edu.my

www.mia.edu.my

**ADMISSION APPLICATION FORM (FOR INTERNATIONAL STUDENT ONLY)**

**Notice of Personal Data Protection Act / Notis Akta Perlindungan Data Peribadi**

By completing this Application Form, I understand MIA is bound to give Notice and require consent in relation to processing of personal information, in accordance with the Personal Data Protection Act 2010 ["PDPA"]. I hereby confirm that I have read, understood, and agreed to the Personal Data Protection Notice at www.mia.edu.my.

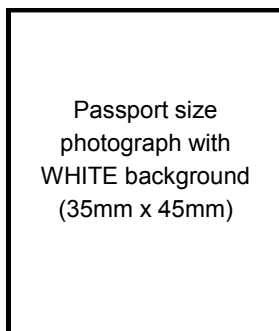
Dengan melengkapkan borang permohonan kemasukan ini, saya faham bahawa MIA terikat untuk memberi notis dan memerlukan persetujuan berhubung dengan pemrosesan maklumat peribadi menurut Akta Perlindungan Data Peribadi 2010 ["PDPA"]. Saya mengesahkan bahawa saya telah membaca, memahami serta bersetuju dengan kenyataan Notis Perlindungan Data Peribadi di www.mia.edu.my.

**Important Notice to Applicant & Parents / Guardian :**

1. This application form is **SOLELY** for MIA's consideration for enrolment. Only successful applicants will be given the Official Offer Letter to enrol in MIA's programme.
2. Information provided in the form must be true and correct.
3. The applicant shall be required to obtain prior consent from his / her parents, guardian and/or emergency contacts for their personal information that is provided in this form.
4. In the case where the applicant and his / her parents / guardian **DO NOT** give consent to MIA to process their personal information, MIA will not be able to proceed further with his / her application form.

REFERENCE NO : \_\_\_\_\_

(FOR OFFICE USE ONLY)



**Choice of Diploma Programme**

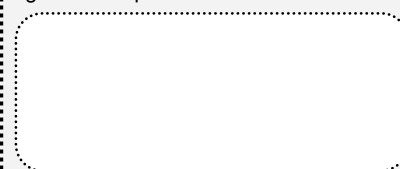
Programme	1st	2nd
Fine Art	<input type="checkbox"/>	<input type="checkbox"/>
Graphic Design	<input type="checkbox"/>	<input type="checkbox"/>
Interior Design	<input type="checkbox"/>	<input type="checkbox"/>
Illustration	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Design	<input type="checkbox"/>	<input type="checkbox"/>
Textile & Fashion Design	<input type="checkbox"/>	<input type="checkbox"/>
Music	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> January <input type="checkbox"/> April <input type="checkbox"/> August		
Commencing in _____ (year)		

**For MIA's Registered Agent ONLY**

Name : \_\_\_\_\_

Date : \_\_\_\_\_

Agent's stamp:



**1. PERSONAL DETAILS OF APPLICANT**

FULL NAME (Please state name as per identity card or passport) :	CHINESE NAME (If any) :
IDENTITY CARD NO : (if applicable)	DATE OF BIRTH :
NATIONALITY (Country) :	REGION / STATE / PROVINCE :
AGE :	GENDER : <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
RACE :	RELIGION :
MARITAL STATUS : <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> OTHERS : _____	EMAIL :
CONTACT NO. (Home Country) :	CONTACT NO. (Malaysia) :
MAILING ADDRESS :	

**2. PASSPORT DETAILS**

PASSPORT NO :	DATE OF ISSUE :
PLACE / COUNTRY OF ISSUE :	DATE OF EXPIRY / VALID UNTIL :

**3. INFORMATION FOR VISA APPLICATION**

Please state the city and country where you will obtain your single-entry visa (SEV). Application for a single-entry visa should be made at the Malaysian Diplomatic Mission in your home country. If there aren't any Malaysian Diplomatic Mission in your country, you may apply at the one closest to you.

CITY :	MISSION (Please refer to the 'Malaysian Mission Overseas' list from Ministry of Foreign Affairs, Malaysia at <a href="http://www.kln.gov.my">www.kln.gov.my</a> ) :
COUNTRY :	

**4. ACADEMIC BACKGROUND**

From secondary school and above. Please list from highest qualification.

NAME OF SCHOOL / COLLEGE / UNIVERSITY	ACADEMIC QUALIFICATIONS	YEAR OF COMPLETION

**5. ENGLISH LANGUAGE PROFICIENCY**

QUALIFICATIONS (eg: IELTS / TOFEL / PTE / etc)	RESULTS (eg: GRADE / SCORE / BAND)	AWARDED (MONTH / YEAR)

**6. STUDENT'S DECLARATION ON ILLNESS AND DISABILITY**

Do you suffer from any illnesses or physical disabilities that may affect your ability to complete your studies? This is to determine the appropriate support and feedback needed in such cases. The management reserves the right to accept or reject your application based on the given info :

YES (If yes, please describe your condition in another letter and/or attach a medical statement from a registered doctor.)

NO

**7. PARENTS, GUARDIAN OR NEXT OF KIN'S CONTACTS**

NAME (Mr / Mrs / Others) : IDENTITY CARD NO. : (if applicable) RELATIONSHIP : CAN THEY SPEAK ENGLISH : <input type="checkbox"/> YES <input type="checkbox"/> NO (If not, which language(s) do they speak?) : OCCUPATION : CONTACT NO. : EMAIL : ADDRESS (To complete if it is different from the <b>APPLICANT</b> 's address) :	NAME (Mr / Mrs / Others) : IDENTITY CARD NO. : (if applicable) RELATIONSHIP : CAN THEY SPEAK ENGLISH : <input type="checkbox"/> YES <input type="checkbox"/> NO (If not, which language(s) do they speak?) : OCCUPATION : CONTACT NO. : EMAIL : ADDRESS (To complete if it is different from the <b>APPLICANT</b> 's address) :
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**8. SPONSOR INFORMATION**

Please provide the details of sponsor who is paying for your fees. Tick 'Self-Financed' if you are paying from your own fund.

SPONSORED  SELF-FINANCED

NAME OF SPONSOR (Mr / Mrs / Others) :

RELATIONSHIP :

OCCUPATION :

CONTACT NO :

EMAIL :

**9. ACCOMMODATION ARRANGEMENT**

If you would want MIA to arrange your accommodation, please complete this section.

ACCOMMODATION :  REQUIRED  NOT REQUIRED (If not required, please provide the information requested below)

NAME (Mr / Mrs / Others) :

NAME OF PERSON YOU WILL BE STAYING WITH :

RELATIONSHIP :

CAN THEY SPEAK ENGLISH :  YES  NO  
(If not, which language(s) do they speak?) :

CONTACT NO. :

EMAIL :

ADDRESS :

**10. DECLARATION OF 'FREE OF CRIMINAL CASE'**

Have you ever been convicted of or have a pending conviction for any offence against the law (apart from minor traffic convictions)? :

NO  YES (If yes, please state the offence in details and provide / attach relevant documentation)

**11. REFEREE(S)**

NAME (Mr / Mrs / Others) :

DESIGNATION :

CAN THEY SPEAK ENGLISH :  YES  NO  
(If not, which language(s) do they speak?) :

OCCUPATION :

CONTACT NO. :

EMAIL :

NAME (Mr / Mrs / Others) :

DESIGNATION :

CAN THEY SPEAK ENGLISH :  YES  NO  
(If not, which language(s) do they speak?) :

OCCUPATION :

CONTACT NO. :

EMAIL :

**12. SUPPORTING STATEMENT**

Please provide some information in support of your application [example: reason for choosing the programme / why choose to study in Malaysia / career goals / personal statement (character) and etc. At least 200 words.]

### 13. DOCUMENTS REQUIRED TO BE SUBMITTED TOGETHER WITH THIS APPLICATION FORM (NON-RETURNABLE) :

Application for admission must be made with the enclosed documents and a non-refundable application fee of RM 500.00. The following are the required documents for admission application:

- a) 2 passport size photos with **WHITE background** (35mm x 45mm). Please refer to EMGS website (<https://educationmalaysia.gov.my/>) for 'Passport Photo Guidelines'.
- b) Photocopy of Identity Card (if applicable).
- c) Photocopy of Passport (*copies of all pages including blank pages on A4 size paper*).
- d) Photocopy of Birth Certificate.
- e) **Certified true copy** of all academic certificates.
- f) **Certified true copy** of transcripts or academic results.
- g) **Certified true copy** of school leaving certificate (*if applicable*).
- h) **Certified true copy** of English proficiency test result.

If the documents are in other languages than English, it must be accompanied with an **approved official English translation**.

*(Note: Applicants who are from countries where English is used as the native language are exempted from this requirement. Applicants whose last academic qualification was conducted in English are required to submit a certification letter from the concerned institution that states the programme was conducted in English.)*

- i) Portfolio of artwork which consists a minimum of **5 drawings** (*at least A3 size, for all Art & Design programmes only. Digital printed artworks are not accepted.*).
- j) **Certified true copy** of Associated Board of the Royal School of Music (ABRSM) certificate or equivalent (*for Music programme only*).

All **photocopied documents** must be in **A4 size**. Submitted documents and portfolio **WILL NOT BE RETURNED** and must be sent via registered mail to the following address:

International Students Unit  
Malaysian Institute of Art  
No. 294-299, Jalan Bandar 11,  
Taman Melawati,  
53100 Kuala Lumpur,  
Malaysia

A **non-refundable application fee of RM 500.00** must be made by online banking / Telegraphic Transfer (TT) to MALAYSIAN INSTITUTE OF ART via Public Bank Berhad as the following address:

Address : PUBLIC BANK BERHAD  
Taman Melawati Branch  
262-265 Jalan Bandar 12  
Taman Melawati  
53100 Kuala Lumpur  
Swift Code : EMY KL  
Branch Code : 118 TMW  
Account No. : 3072310818

Record of receipt can be sent together with the registered mail or emailed to [rgoadmin@mia.edu.my](mailto:rgoadmin@mia.edu.my). Please write your name and programme that you have applied for on the receipt.

#### IMPORTANT NOTES:

1. **All documents must be sent to MIA at least three (3) months before commencement of the intake.**
2. **Please ensure that your passport has a validity of at least 24 months from the intake date.**
3. **If the submission was done via email, applicants are required to bring along the original hard copy or a certified true copy of the original of the above required documents when they enter Malaysia.**

### 14. APPLICANT AND PARENTS / GUARDIAN DECLARATION & CONSENT

#### TO BE SIGNED BY APPLICANT :

I certify that the information provided in this form is true and correct and MIA reserves the right to retract the offer / terminate my studies at any time if false information / documents have been submitted.

I, hereby (select one only)  **agree**  **disagree**  
to allow MIA to process my personal information for the purpose of enrolment to MIA's programme.

SIGNATURE OF APPLICANT

NAME :  
DATE :

#### TO BE SIGNED BY PARENTS / GUARDIAN :

I acknowledge that my child / ward has applied for admission to MIA's programme and the information provided in this form is true and correct. I understand that MIA reserves the right to retract the offer / terminate the studies of my child / ward if false information / documents have been submitted.

I, hereby (select one only)  **consent**  **do not consent**  
to allow MIA to process my child / ward's personal information for the purpose of enrolment to MIA's programme.

SIGNATURE OF PARENTS / GUARDIAN

NAME :  
DATE :



## Consent on Personal Information Verification

I have applied to study at Malaysian Institute of Art (MIA). I have given the consent to MIA to verify the information and documents enclosed in my admission application form with any person, organization, institutions, or any other source for accessing my application of admission.

Signature : .....

Name : .....

NRIC / Passport No. : .....

Date : .....