THE ONE ACADEMY

COURSE APPLICATION FORM
2017
Dear Student,

Thank you for your interest in The One Academy of Communication Design. The mission of the college is to train new generations of top designers, illustrators, animators, multimedia designers, fine artists, fashion designers and interior designers who are passion-driven, positive and always eager to take on new challenges.

We offer students the opportunity for the best education in Art and Design that is balanced with expression, imagination, problem-solving, aesthetic understanding, professionalism and creativity. For this reason, we are confident that our graduates will make a powerful contribution to their profession and society.

Enclosed is a set of forms designed to gather all information required by various departments to facilitate proper and efficient administration for your application to The One Academy.

We look forward to receiving your complete application. Please contact any of our officers should you require any assistance.

With best wishes,

Tatsun Hoi
Principal of The One Academy
FOR OFFICE USE ONLY

STUDENT ID __________________________

PERSONAL DETAILS

Are you a former student of The One Academy?

☐ Yes

Programme __________________________

Student ID No _______________________

Intake of Programme Attended _______________________

☐ No

Full Name __________________________

Surname / Family Name __________________________

Chinese Name __________________________

(as in the passport / MyKad)

Gender

☐ Male

☐ Female

NRIC / Passport No. _______________________

Date of Birth _______________________

(dd-mm-yyyy)

Nationality __________________________

Marital Status

☐ Single

☐ Married

☐ Others (please specify) __________________________

Race

☐ Chinese

☐ Malay

☐ Indian

☐ Peribumi

☐ Others

Religion

☐ Muslim

☐ Buddhist

☐ Christian

☐ Hindu

☐ Others

E-mail __________________________

Current Address __________________________

City __________________________

Postcode __________________________

State / Province __________________________

Country __________________________

Telephone __________________________

Mobile __________________________

INTERNATIONAL STUDENT PASS DETAILS (FOR INTERNATIONAL STUDENT ONLY)

If you are now in Malaysia, please specify your immigration pass type:

☐ Dependent

☐ Diplomatic

☐ Social Visit

☐ Student

☐ MM2H

☐ PR

Visa / Pass Expiry Date __________________________

(dd-mm-yyyy)

If you are currently holding a student pass, please provide the name of institution you are enrolled with.

Note: students holding a dependent pass are required to convert to a student pass while studying at The One Academy.

PARENT/ GUARDIAN DETAILS

Title __________________________

Name of Parent / Guardian __________________________

(Mr / Ms / Dr, etc) (as stated in the passport / MyKad)

Nationality __________________________

Relationship With Applicant __________________________

Permanent Home Address __________________________

(postal address)

Postcode __________________________

State / Province __________________________

Country __________________________

Telephone __________________________

Office __________________________

Mobile __________________________

E-mail __________________________

Family Income __________________________

Income Range: (please tick (■) the relevant box)

☐ Equal or less than RM 1,000.00

☐ RM 1,001.00 – RM 2,000.00

☐ RM 2,001.00 – RM 3,000.00

☐ RM 3,001.00 – RM 4,000.00

☐ RM 4,001.00 – RM 5,000.00

☐ RM 5,001.00 – RM 6,000.00

☐ RM 6,001.00 – RM 7,000.00

☐ RM 7,001.00 – RM 8,000.00

☐ RM 8,001.00 – RM 9,000.00

☐ Equal or more than RM 9,001.00
ACADEMIC DETAILS

Secondary Education

☐ SPM  ☐ UEC  ☐ O’Level  ☐ STPM  ☐ A’Level  ☐ Others (please specify) ____________________________

Year Completed ____________________________

Result Type ☐ Actual  ☐ Forecast. Expected Date Of Release Of Results: (Month/Year) ____________________________

Name Of School / Institution ____________________________

State / Country (where you studied) ____________________________

Diploma / Undergraduates Studies (if applicable)

Name Of Qualification ____________________________

Field Of Study / Major / Specialisation ____________________________

Name Of Institution ____________________________

State / Country (Where You Studied) ____________________________

Date Of Commencement ____________________________ Date Of Completion ____________________________

Did You Complete The Diploma / Undergraduates Studies? ☐ Yes  ☐ No

Are You Currently Awaiting Results Of Any Diploma / Undergraduates Studies? ☐ Yes  ☐ No

Expected Date Of Release Of Results (Month/Year) ____________________________

ENGLISH LANGUAGE ACHIEVEMENT

☐ IELTS  ☐ SPM English (GCE O’Level 1119)  ☐ OTHERS (please specify) ____________________________

Grade / Score ____________________________ Year Taken ____________________________

Please refer to the Programme Brochure for information on English Language requirements to ensure your eligibility for admission to the chosen Programme.

CREDIT TRANSFER

Do you wish to apply for credit transfer from previous study?
☐ Yes (please request for a credit transfer form)
☐ No

If you request credit transfer, please submit a certified true copy of the relevant results, course / module outline and portfolio. Please take note that credit transfer would only be considered if the Programme and institution are accredited by the Ministry of Education.

PLEASE TICK (✓) INTAKE FOR ADMISSION AND THE PROGRAMME YOU WOULD LIKE TO STUDY

Intake ☐ January  ☐ March *  ☐ April  ☐ August  ☐ September * Year ____________________________

*only applicable for Diploma in Fashion Design & Pattern Making Programme

Programme

Certificate Programme
☐ Certificate In Communication Design

Diploma Programmes
☐ Advertising & Graphic Design  ☐ Illustration  ☐ Multimedia Design
☐ Interior Design  ☐ Digital Animation  ☐ Fashion Design & Pattern Making
☐ Fine Arts

Foundation Programmes (Preferred Field Of Specialisation Bachelor Degree Programme)
☐ Foundation In Interior Architecture Design
☐ Foundation In Communication Design (*Graphic Design, Interactive Media Design)

3+0 University Of Hertfordshire Degree Programmes
☐ BA (Hons) Graphic Design  ☐ BA (Hons) Interactive Media Design  ☐ BA (Hons) Interior Architecture And Design

Short Course
☐ Creative Arts Fundamentals
☐ Other Programme ____________________________

ACCOMMODATION

Do you require an accommodation provided by The One Academy?
☐ Yes (Please download the hostel application form from http://www.toa.edu.my/hostel/ A non-refundable hostel booking fee of RM 400.00 is required.)
☐ No
MEDICAL / DISABILITY DETAILS (IF APPLICABLE)

Do you have a disability, impairment or long-term medical condition which may affect your studies?

☐ Yes  ☐ No

If yes, please specify or tick (v) the relevant box. Please provide relevant medical documentation upon this application.

☐ Dyslexia
☐ Colour Blindness (please specify)

☐ Epilepsy
☐ Require Personal Care Support (please specify)

☐ Asthma
☐ Mental Health Difficulties (please specify)

☐ Wheelchair User / Mobility Difficulties
☐ Hearing Impairment

☐ Others (please specify)

*The responsibility for the safety and health of each student lies with the individual, not the college.

EMERGENCY CONTACT DETAILS

Contact Person Name ___________________________ Relationship ___________________________

Chinese Name ___________________________ (If applicable)

Home Telephone ___________________________ Office ___________________________ Mobile ___________________________

E-mail ___________________________

SOURCES OF SUPPORT

(A) I am Paying my Own Fees

Please tick (v) this box if you, your parents or a guardian will be paying for your fees, or if you are not under any kind of contractual terms.

☐ I am paying my own fees

(B) Sponsorship / Scholarship

Kindly fill in the name and contact details of sponsors / scholarship / in the space given below.

(Please provide a copy of the sponsorship / scholarship offer letter with this application)

Name Of Sponsor / Scholarship ___________________________

Address ___________________________ Postcode ___________________________ State / Province ___________________________ Country ___________________________

Telephone ___________________________ Mobile No. ___________________________

E-mail ___________________________ Facsimile No. ___________________________

PERSONAL STATEMENT

Please state your reasons for studying at The One Academy and for selecting your preferred programme / major. (In not less than 150 words)

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Please send the completed form and all required documents to:

Registration Office
The One Academy Of Communication Design
28, Jalan PJS 11/28A, Bandar Sunway,
47500 Subang Jaya, Selangor, Malaysia.

Late applications may be considered, however it is subject to availability. Applicants are strongly advised to apply as soon as possible after having considered the choices. Application closing dates can be found at www.toa.edu.my. For further information on the courses, please address your enquiries to the Registrar of The One Academy of Communication Design at enquiry@toa.edu.my.

By completing this form, you consent to the processing of your Personal Data as set out in the Personal Data Protection Notice (which can be viewed at http://www.toa.edu.my/pdpa-notice) by The One Academy and all persons involved in the provision of services by The One Academy.

Dengan melengkапan borang ini, anda bersetuju dengan pemprosesan Data Peribadi anda seperti yang dinyatakan dalam Notis Perlindungan Data Peribadi (yang boleh dilihat di http://www.toa.edu.my/pdpa-notice) oleh The One Academy dan semua orang yang terlibat dalam penyediaan perkhidmatan oleh The One Academy.
Note: Please attach the following when you submit your application. **Certified true copies** of Academic records are required. If the original documents are not in English or Bahasa Malaysia, a certified English Translation must also be submitted.

### ALL PROGRAMMES
- A complete Course Application Form
- Photocopy of MyKad (Malaysian student) or
- 1 copy of passport in A4 size (ALL pages including cover page and blank pages) (international student)
- Secondary studies results, e.g. SPM / O-Level or equivalent
- School Leaving / Completion Certificate
- Certified true copy of tertiary studies academic certificates and transcripts with grading system
- 2 recent Passport-sized colour photographs (Malaysian student) or
- 4 recent Passport-sized colour photographs with white background (3.5 cm x 4.5 cm) (International student)
- Portfolio consisting of 2 pieces of Original Artwork (colour drawing and free title)
- A complete Hostel Application Form (if applicable)
- Supporting documents for credit transfer (if applicable)
- English proficiency test result, e.g. IELTS or TOEFL (if applicable)
- Non-Refundable Registration Fee and Tuition Deposit of RM 2000.00 / USD 667.00
- Payment must be made payable to – THE ONE ACADEMY OF COMMUNICATION DESIGN SDN. BHD.

### ADDITIONAL DOCUMENTS IF YOU ARE AN INTERNATIONAL APPLICANT:
- Original copy of No Objection Certificate (NOC) (for applicants from Sudan)
- Original copy of Eligibility Letter (for applicants from Iran)
- Affidavit document (for applicants with different names in any of the required documents mentioned above)

For international Applicants who have studied in Malaysia before:
- Release letter from the previous institution
- Certified true copy of attendance record
- Visa cancellation page

### ADDITIONAL DOCUMENTS IF YOU ARE APPLYING FOR BA (HONS) LEVEL 4 (FIRST YEAR) OR LEVEL 5 (SECOND YEAR)
- English proficiency test result
  - IELTS overall score of 6.0 or higher
  - Grade C or better in the SPM (GCE O’ Level English 1119)
  - Grade C or better in the GCSE or IGCSE English Language
- For entry to Level 4, attach relevant Foundation academic transcript and certificates
- For entry to Level 5, attach relevant Diploma academic transcripts and certificates
- Relevant Course Syllabus and course outline
- Portfolio demonstrating drawing ability and evidence of design skills (i.e. produce any artworks done in your previous college / university)
- For entry to Level 5, writing skills essay is required (questions will be provided by The One Academy)