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passport  
photograph

## MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP) APPLICATION FOR SHORT COURSES IN MALAYSIA

<b>FOR OFFICIAL USE ONLY</b>	
Reference no. :	.....
Received :	.....
Checked :	.....

**APPLICATION FORM** (Please use block letters & in type written)

<b>TITLE OF COURSE:</b>	<b>Date of commencement:</b>
<b>NAME OF TRAINING INSTITUTION:</b>	

### 1. PERSONAL DATA

Family name (surname)	Date of birth
	Day   Month   Year
First Name	Nationality (citizenship):
Other names	Gender: Male/Female #
City and country of birth	Marital status: Single/Married/Divorced/Widowed #
Passport No :	Religion:

# Delete accordingly

### 2. COMMUNICATION AND MAILING ADDRESS

<b>Applicant's Office Address:</b>		<b>Applicant's Postal/Home Address:</b>		
		Home Telephone		
			Country	Area
			Number	
Office Telephone	Telefax	Email		
Country   Area   Number	Country   Area   Number			
Person to be contacted in case of emergency, name, telephone and address:				



**5. REASONS FOR APPLYING THIS COURSE**

Please state briefly the reasons for applying to this course and how you hope to benefit from the programme.

Please continue on supplementary pages if necessary

Have you participated in any training programme in Malaysia before: YES/NO #

<u>Name of programme</u>	<u>Organizer</u>	<u>Year</u>
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Have you participated in any MTCP training programme in Malaysia before: YES/NO #

<u>Name of programme</u>	<u>Organizer</u>	<u>Year</u>
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# Delete accordingly

**6. CERTIFICATE OF ENGLISH LANGUAGE PROFICIENCY** (Please enclose a photocopy of english higher learning certificate or equivalent)

	Excellent	Good	Fair	Basic	Remarks
<b>Listening</b>					
<b>Speaking</b>					
<b>Writing</b>					
<b>Reading</b>					

**Mother tongue** : .....

Language test administered by : .....

Title : .....

Address : .....

.....

Tel Number : .....

E mail : .....

Date and signature : .....



**8. DECLARATION**

<p><b>Have you ever been convicted by a Court of Law of any country? If yes, please give brief details:</b></p>	<p><b>Yes/No #</b></p>
<p>I certify that my statements in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief.</p> <p>If accepted for a training award, I undertake to:</p> <p>(a) Carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the host government in respect of this course of training;</p> <p>(b) Follow the course of study or training, and abide by the rules of the institution in which I undertake to study or train;</p> <p>(c) Refrain from engaging in political activities, or any form of employment for profit or gain;</p> <p>(d) Submit any progress reports which may be prescribed; and</p> <p>(e) Return to my home country promptly upon the completion of my course of study or training.</p> <p>I also fully understand that if I am granted an award it may be subsequently withdraw if I fail to make adequate progress or for other sufficient cause determined by the host Government.</p> <p style="text-align: right; margin-right: 100px;"> <b>Signature of applicant</b> : .....</p> <p style="text-align: right; margin-right: 100px;"> <b>Name</b> : .....</p> <p style="text-align: right; margin-right: 100px;"> <b>Date</b> : .....</p>	

# Delete accordingly

**9. OFFICIAL DECLARATION (TO BE COMPLETED BY THE NOMINATING GOVERNMENT)**

<p>The government of : .....</p>	
<p>Nominates ..... (name of applicant)</p>	
<p>For the course under the Malaysian Technical Cooperation Programme and certified that:</p> <p>(a) all information supplied by the nominee is complete and correct;</p> <p>(b) the nominee had adequate knowledge and was appropriately tested for English Language proficiency.</p> <p>Remark: .....</p>	
<p>..... (Name)</p>	<p>..... (Signature of responsible Government official)</p>
<p>..... (Designation)</p>	<p>Address of Department/Ministry: .....</p>
<p>Official Seal/Stamp:</p>	<p>.....</p>
<p>Date : .....</p>	<p>Office Telephone Number : .....</p> <p>Office Fax Number : .....</p> <p>E mail : .....</p>

Please note: This application form must be duly completed and endorsed by the Ministry of Foreign Affairs or the relevant agency responsible for the MTCP programme in your country. INCOMPLETE AND/OR UNENDORSED FORMS CANNOT BE PROCESSED.