



MALAYSIAN PUBLIC UNIVERSITIES Conditions and Procedures

I. Conditions for Application

- a. Only **Malaysian** citizens are eligible to apply.
- b. Applicants should possess good academic qualifications and should be active in school.
- c. Kuok Foundation Undergraduate Awards are for **needy** students only.
- d. Only undergraduates / prospective undergraduates reading for full-time first-degree courses are eligible to apply.
- e. Those pursuing Diploma, Foundation, off-campus courses, etc. are not eligible to apply.
- f. Successful candidate must **NOT** be bonded to or holding any other scholarships or receiving financial assistance from any organisations.

II. Procedure for Application

Please read the following instructions carefully before filling the form:

1. All applications must be made using the Foundation's Online Application System.
After applicants have submitted their applications online, applicants are required to print their completed application forms and send them to the Foundation no later than 1 week after the online application closing date.
Late applications will not be considered.
2. Applicants must enclose copies of the following documents:
 - a. University / College acceptance letter (as soon as available)
 - b. SPM / SPVM / 'O' level / UEC results or equivalent (Actual / Forecast)
 - c. STPM / 'A' level / Matriculation / Foundation or equivalent (Actual / Forecast) & MUET results
 - d. University / College results (Actual / Forecast)
 - e. School testimonials and school leaving certificates
 - f. Identity card and birth certificate
3. Particulars of all brothers and sisters must be provided irrespective of whether they are contributing any income to the family. Applicants should also ensure that particulars of parents / guardian, all brothers and sisters are verified by submitting copies of the following documents:
 - a. Parents' / Guardian's identity cards or death certificate, if deceased.
 - b. Parents' / Guardian's "Persons with Disability" (OKU) card, if applicable.
 - c. Parents' / Guardian's proof of income
 - i. Complete set of Income Tax Form B / BE, EA Form for the last **2 years** ; and
 - ii. Official salary slip for recent **3 months**;
 - iii. Other proof of income such as a letter from employer confirming their income.
Letter from employer should be on the company's letterhead and must have the employer's full name and telephone number.
 - iv. Latest pension statement, if any.



- v. Other welfare financial aid from Perkeso (SOCSSO), Baitumal, association etc.
 - d. Parents' / Guardian's latest EPF statement, if any.
 - e. Birth certificates of **all** brothers and sisters.
 - f. Applicant's household electricity bill for the last **2 months**.
 - g. If brothers and sisters are working, please submit:
 - i. Complete set of Income Tax Form B / BE, EA Form for the last **2 years** ; and
 - ii. Official salary slip for recent **3 months** or
 - iii. Other proof of income such as a letter from employer confirming their income.
Letter from employer should be on the company's letterhead and must have the employer's full name and telephone number.
 - i. If brothers and sisters are pursuing higher education in colleges / universities / institutions, please submit letters or documents to confirm that they are currently students of the colleges / universities / institutions.
Note : If brothers and sisters are studying, please state level of education e.g. Std 1, Form 6 etc. and where they are studying in Section '4' of the Application Form.
4. Applicants who are waiting for acceptance into University should list their choice of courses and universities in order of preference on a separate sheet of paper, which should be attached to the Application Form. Only the first choice should be stated in Section '2' of the Application Form.
 5. Referees stated in Section '10' of the Application Form must be able to provide information on applicant's family background when requested by the Foundation. The referees should also be contactable by telephone during office hours. Please ensure that the telephone numbers given are valid and correct.
 6. Please ensure that all documents and information requested are enclosed / stated. If above documents or information required are not immediately available, please explain why and submit them within **1 week** from the printed application form submission closing date.
However, for applicants waiting for acceptance into university, the university acceptance letter must be submitted as soon as available.
Please note that all submitted documents will not be returned to applicants regardless of the outcome of their applications.
Incomplete applications will be disqualified.
 7. Only shortlisted applicants will be notified for interview. Interviews will be conducted at the office of **Kuok Foundation Berhad, 16th Floor UBN Tower, No. 10, Jalan P. Ramlee, 50250 Kuala Lumpur**. It is important for applicants to give their email address and contact number to enable the Foundation to call them for interview if shortlisted.

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