TEIKYO

# PUSAT BAHASA TEIKYO

# APPLICATION FORM

# for ADMISSION (2027)

NOTE: Use **BLOCK LETTERS** only to complete this form and tick ( ✓ ) where necessary.

## A. APPLICANT'S PARTICULARS

1. FULL NAME : _____

*(As stated in MyKad / passport)* _____

2. DATE OF BIRTH : _____ 3. MYKAD NO. : _____

4. NATIONALITY : _____ 5. SEX : ☐ MALE ☐ FEMALE

6. PERMANENT ADDRESS : _____

_____

7. MAILING ADDRESS : _____

_____

8. MOBILE PHONE NO. : _____

9. HOUSE PHONE NO . : _____

10. E-MAIL ADDRESS : _____

## B. ACADEMIC INFORMATION

| | NAME OF SCHOOL | DATE FROM | | DATE TO | |
|---|---|---|---|---|---|
| | | MONTH | YEAR | MONTH | YEAR |
| PRIMARY SCHOOL | | | | | |
| | | | | | |
| SECONDARY SCHOOL | | | | | |
| | | | | | |
| OTHERS | | | | | |
| | | | | | |

1. HIGHEST QUALIFICATION OBTAINED :

☐ SPM ☐ IGCSE ☐ UEC ☐ STPM ☐ A-LEVEL

☐ DIPLOMA ☐ DEGREE ☐ OTHERS _____

2. CHINESE EDUCATION BACKGROUND:

☐ ABOVE 6 YEARS IN FORMAL EDUCATION ☐ NO BACKGROUND OR LESS THAN 6 YEARS

## C. JAPANESE LANGUAGE EDUCATION INFORMATION

1. HAVE YOU LEARNED JAPANESE LANGUAGE BEFORE? ☐ YES ☐ NO

IF YES, PLEASE STATE THE NAME OF SCHOOL(S) YOU HAD ATTENDED AND DURATION OF STUDY.

| NAME OF SCHOOL | LOCATION | DATE FROM | | DATE TO | |
|---|---|---|---|---|---|
| | | MONTH | YEAR | MONTH | YEAR |
| | | | | | |
| | | | | | |

2. DO YOU HAVE ANY JAPANESE LANGUAGE EDUCATION QUALIFICATION? ☐ YES ☐ NO

IF YES, PLEASE STATE THE NAME OF THE QUALIFICATION OBTAINED, LEVEL PASSED AND YEAR OF EXAMINATION.

| | | | |
|---|---|---|---|
| JAPANESE LANGUAGE PROFICIENCY TEST | LEVEL N ____ | JULY / DECEMBER | YEAR |
| OTHERS ( ) | LEVEL / POINT | MONTH | YEAR |

## D. STUDY PLAN

1. EXPECTED COURSE:

☐ PREPARATORY COURSE FOR STUDY TO JAPAN - **12** MONTHS COURSE (Arts)

☐ JAPANESE LANGUAGE SPECIALIZED COURSE - **12** MONTHS COURSE

2. EXPECTED DATE OF COMMENCEMENT:

***(APPLICABLE TO THOSE WHO INTEND TO GAIN "MID-WAY ADMISSON" ONLY)***

DAY _____ MONTH _____ YEAR _____

3. PLEASE STATE YOUR PLANS UPON COMPLETION OF PUSAT BAHASA TEIKYO.

☐ UNIVERSITY(DEGREE) ☐ COLLEGE (DIPLOMA) ☐ WORK IN MALAYSIA

☐ OTHERS _____

4. PREFERRED FIELD OF STUDY IN JAPAN. (PLEASE STATE IF YOU HAVE DECIDED. ex: ANIMATION)

_____

## E. INTERNET ACCESSBILITY

1. DO YOU HAVE A COMPUTER AND WI-FI CONNECTION IN YOUR HOUSE?

☐ YES ☐ NO, ONE WILL BE PREPARED PRIOR TO ENROLMENT

**F. QUESTIONNAIRE I**

1. DO YOU HAVE ANY OTHER NATIONALITY? ( ex; JAPANESE )

☐ YES ☐ NO

IF YES, PLEASE STATE THE NATIONALITY. _____

2. HAVE YOU EVER BEEN REJECTED ENTRY INTO JAPAN?

☐ YES ☐ NO

IF YES, PLEASE STATE THE REASON. _____

3. DO YOU HAVE A MEDICAL CONDITION THAT REQUIRES YOU TO HAVE REGULAR VISITS TO A HOSPITAL OR CLINIC?

☐ YES ☐ NO

IF YES, PLEASE STATE THE NAME OF THE ILLNESS. _____

4. FROM WHERE WILL YOU COMMUTE TO PUSAT BAHASA TEIKYO?

☐ OWN HOUSE ☐ RELATIVE'S HOUSE ☐ RENTED UNIT ☐ OTHERS _____

5. HOW WILL YOU COMMUTE TO PUSAT BAHASA TEIKYO?

☐ TRAIN ☐ BUS ☐ CAR （SELF DRIVEN ）* VEHICLE NO. _____

☐ CAR (SENT BY PARENTS / FRIENDS) ☐ ON FOOT ☐ OTHERS _____

6. HOW DID YOU GET TO KNOW PUSAT BAHASA TEIKYO?

☐ WEBSITE ☐ FACEBOOK / INSTAGRAM ☐ EXHIBITION ☐ SCHOOL FAIR

☐ FRIENDS & FAMILY ☐ SCHOOL TEACHER ☐ JASSO

☐ OTHERS _____

7. REWARD SYSTEM (If you are recommended by a current / former student of Pusat Bahasa Teikyo, kindly fill out details.)

☐ **CURRENT OR FORMER STUDENT OF PUSAT BAHASA TEIKYO**

***FULL NAME** : _____

***CONTACT NO/ E-MAIL** : _____

***BATCH** : F _____

## G. Extracts from 'PUSAT BAHASA TEIKYO RULES & REGULATIONS '

Students are advised to read the policies and the terms and conditions covering the admission to PUSAT BAHASA TEIKYO, and the student's continued enrolment as a student of PUSAT BAHASA TEIKYO, as set out below.

## （Entry Requirement）

**<Preparatory Course for Study to Japan – 12 months course (Arts Stream) >**
**<Japanese Language Specialized Course – 12 months course >**

You shall meet all of the following (1 to 5) conditions.

1. Malaysian Nationality.
2. Completed 11 years of formal education.
3. SPM /IGCSE /O-Level /UEC /STPM /A-Level /Diploma /Degree holder(s).
4. -For SPM/ IGCSE/ O-Level candidates, **3Cs (including Mathematics)** are mandatory.
   -For UEC candidates, **3Bs** are mandatory.
5. 18 years old or older by the time of admission into University/College/Vocational School in Japan.

**<Preparatory Course for Study to Japan – 20 months course (Arts Stream) >**
**<Japanese Language Specialized Course – 20 months course >**

You shall meet all of the following (1 to 5) conditions.

1. Malaysian Nationality.
2. Completed 11 years of formal education.
3. SPM /IGCSE /O-Level /UEC /STPM /A-Level /Diploma /Degree holder(s).
4. -For SPM/ IGCSE/ O-Level candidates, **3Cs (including Mathematics)** are mandatory.
   -For UEC candidates, **3Bs** are mandatory..
5. 18 years old or older by the time of admission into University/College/Vocational School in Japan.

**＜Preparatory Course for Studies to Japan – 20 months course (Science Stream)＞**

You shall meet all of the following (1 to 5) conditions.

1. Malaysian Nationality.
2. Completed 11 years of formal education.
3. SPM /IGCSE / O-Level /UEC /STPM /A-Level /Diploma /Degree holder(s).
4. -For SPM/IGCSE/ O-Level candidates, **5Cs including Additional Mathematics, Physics and Chemistry** are mandatory.
   -For UEC candidates, **4Bs and above for any subject, and course completion of Physics with Chemistry.**
5. 18 years old or older by the time of admission into University/College/Vocational School in Japan.

**<Special Program: Preparatory Course for Studies to Japan – 18 months course (Arts Stream)>**
**<Special Program: Japanese Language Specialized Course – 18 months course>**

You shall meet all of the following (1 to 5) conditions.

1. Malaysian Nationality.
2. Completed 11 years of formal education.
3. SPM /IGCSE /O-Level /UEC /STPM /A-Level /Diploma /Degree holder(s).
4. -For SPM/ IGCSE/ O-Level candidates, **3Cs (including Mathematics)** are mandatory.
   -For UEC candidates, **3Bs** are mandatory.
5. 18 years old or older by the time of admission into University/College/Vocational School in Japan.

**<Special Program: Preparatory Course for Studies to Japan – 18 months course (Science Stream)>**

You shall meet all of the following (1 to 5) conditions.

1. Malaysian Nationality.
2. Completed 11 years of formal education.
3. SPM /IGCSE / O-Level /UEC /STPM /A-Level /Diploma /Degree holder(s).
4. -For SPM/IGCSE/ O-Level candidates, **5Cs including Additional Mathematics, Physics and Chemistry** are mandatory.
   -For UEC candidates, **4Bs and above for any subject, and course completion of Physics with Chemistry.**
5. 18 years old or older by the time of admission into University/College/Vocational School in Japan.

**Should you have any further enquiries, please contact Pusat Bahasa Teikyo for details.**

## (Procedure for Admission)

1. Applicants are required to submit the application form along with the rest of the required documents by the due date.
2. Upon meeting the minimum entry requirements, applicants are to remit the payments by the due date.
3. Those who have been declined entry to Japan in the past may be rejected from admission into Pusat Bahasa Teikyo.

## （Midway Admission）

Those who gain midway admission into one of the respective courses upon successfully passing in the placement test are to meet the minimum prerequisites stated in the **'PUSAT BAHASA TEIKYO RULES & REGULATIONS'** in order to complete the course and obtain the certificate.

## （Course Completion Requirements）

In order to receive the course completion certificate, students are to complete the stipulated subjects and semester examination with at least 80% and above attendance in the student's required subjects in one of the respective courses taken.

**However, those under Preparatory Course for Study to Japan (20 months course) with a reasonable further studies purpose, are allowed to be exempted from taking certain designated subjects.**

## （Evaluation）

Evaluation is indicated by the semester examination results through **(7) Grade (A+,A, B, C, D, E, F).**

Students who have gotten a **"E"** grade for Japanese Language or "F" for other subjects **in each** semester examination may be required to change the course or face expulsion or suspension from the school without consideration for result in Re-Examination.

Evaluation criteria in semester examinations are as follows;

(Fullmark: 100 points) 90 above: A**+** 80 - 90: A 70 – 80: B 60 – 70: C 50 – 60: D 40 -50 :E 40-below : F

## （Payment）

1. Tuition Fees will be charged every 3 months as shown in the "**Enrolment Guide**".
2. Tuition Fees may be paid in advance.
3. Upon admission, a "**Payment Schedule**" will be issued.
4. Regardless of the student attendance, tuition fees for the next term must be promptly settled by the end of the previous month as shown in the "**Payment Schedule**".
5. Midway Admission Tuition Fees will be fixed separately.

## （Late Payment, Arrears / Default in Payment）

1.Late payments will result in a penalty of **RM10.00** per day.

2. In case any tuition fees are unpaid for more than **30 days**, the school shall have the right to expel the student from it.

## (Refund Policy)

1. Admission fee once paid will not be refunded in any case.
2. Tuition fees may be partially or fully refunded at the discretion of the principal.
3. Those who request refunds are required to take necessary procedures.
4. Students who got expelled by the school will have part of the tuition fees refunded.

**I, THE UNDERSIGNED, HEREBY DECLARE AND CONFIRM THAT THE PARTICULARS PROVIDED ARE TRUE AND CORRECT AND SHALL ABIDE BY THE RULES AND REGULATIONS AS PER SET BY PUSAT BAHASA TEIKYO.**

**SIGNATURE OF APPLICANT : _____ DATE : _____**

**H. PARENT'S / GUARDIAN'S PARTICULARS**

1. FULL NAME : _____

*(As stated in MyKad / passport)* _____

2. DATE OF BIRTH : _____ 3. MYKAD NO. : _____

4. NATIONALITY : _____ 5. SEX : ☐ MALE ☐ FEMALE

6. RELATIONSHIP : _____ 7. OCCUPATION : _____

8. MAILING ADDRESS : _____

_____

9. MOBILE PHONE NO. : _____

10. HOUSE PHONE NO. : _____

11. E-MAIL ADDRESS : _____

12. PAYMENT REMITTER'S NAME : _____

**I , THE UNDERSIGNED, HEREBY DECLARE AND CONFIRM THAT THE PARTICULARS PROVIDED ARE TRUE AND CORRECT AND I GIVE MY FULL CONSENT TO MY CHILD / WARD TO STUDY AT PUSAT BAHASA TEIKYO.**

**SIGNATURE OF PARENT / GUARDIAN :** _____ **DATE :** _____

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Completed original application forms are to be submitted to

**PUSAT BAHASA TEIKYO**

No.2, Jalan 1/86, off Jalan Taman Seputeh, 58000 Kuala Lumpur, Malaysia
Tel : 03-2272 5311 E-Mail : enquiry@teikyomy.com

## For Office Use Only

| ( Course / Class ) | (Course Fees) | (Qualification) | (Note) |
|---|---|---|---|
| 20 months<br>Pre- U / JLSC<br>Arts / Science<br>Regular / Midway<br>F _____Class<br>Enrollment Date:<br>____/____/ 20____. | Amount: RM _____.<br>Ref. No: _____.<br>Date: _____.<br>Amount: RM _____.<br>Ref. No: _____.<br>Date: _____. | SPM / IGCSE / UEC<br>STPM / A-Level /<br>Diploma / Degree /<br>Others _____.<br>*Conditional offer ☐.<br>(Documents)<br>Mykad / Photos / S.L.C /<br>Form 4 & 5 score report | |

**Date of Submission / /20**

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