



SUNWAY

COLLEGE Johor Bahru



Taman Mount Austin

OFF-SITE

Student Enrolment and Registration Application Guide

NOTE : This process is only applicable for enrolment of Malaysian students at the JB campus in Taman Mount Austin

STEP 1

Contact an **Education Counsellor** for a detailed consultation to confirm your eligibility for admission into your chosen programme.

They are available Monday-Friday from 8.30am-5.30pm via telephone, whatsapp or SMS or via livechat at www.sunway.edu.my/jb



ENGLISH

中文



+6019 7501707

+6016 3585538

+6012 7070829

+6012 7469339



+6012 7177386

+6010 2219542

STEP 2

1. Download the Application Form at <https://sunway.edu.my/jb/admission/forms>
2. Complete the form by filling **ALL** relevant fields (fields which are not relevant, please state N/A).
3. Sign the form on page 4 and date it, if you are below **18 years** at time of application, please have a parent or guardian sign at the relevant space.
4. Print or save (in pdf) the completed form.

SUNWAY
COLLEGE Johor Bahru

STUDENT ID: _____

No.3, Jalan Austin Heights Utama, Taman Mount Austin, 81100 Johor Bahru, Johor, Malaysia DK26511
Telephone: +6 07 359 6880 Fax: +6 07 359 6890 Website: <http://www.sunway.edu.my/jb> Email: infojb@sunway.edu.my

APPLICATION FORM (Malaysian Student)

NAME (as in MyKad) : _____

INTAKE (month / year) : _____

PRE-UNIVERSITY PROGRAMMES

- AUSTRALIAN MATRICULATION (Western Australian Certificate of Education)
- CAMBRIDGE A-LEVELS (Cambridge International Examinations)
- MONASH UNIVERSITY FOUNDATION YEAR (MUFY) in collaboration with Monash International, Australia
- FOUNDATION IN _____

DIPLOMA PROGRAMMES

- DIPLOMA IN BUSINESS ADMINISTRATION
- DIPLOMA IN EVENTS MANAGEMENT
- DIPLOMA IN HEALTH CARE MANAGEMENT
- DIPLOMA IN HOTEL MANAGEMENT
- DIPLOMA IN INFORMATION TECHNOLOGY
- DIPLOMA IN INTERNATIONAL BUSINESS
- DIPLOMA IN MARKETING

DEGREE PROGRAMMES

- BACHELOR OF BUSINESS (BBA) in collaboration with Victoria University Melbourne, Australia
- MAJOR: _____

PROFESSIONAL ACCOUNTING PROGRAMMES

- ACCA QUALIFICATION
- CERTIFIED ACCOUNTING TECHNICIAN (CAT)

OTHER PROGRAMMES

- CERTIFICATE IN HOTEL OPERATIONS
- INTENSIVE ENGLISH PROGRAMME (IEP)
- OTHERS : _____

REMARKS (FOR OFFICE USE ONLY)

Entitlement:

- Sibling discount – RM500
- Progression discount – RM1000
- 30% Community Bursary School / PPD: _____
- 10% Continuing Bursary
- Special Bursary Award
- Others: _____

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STEP 3

Make payment for the **RM600** Enrolment Fee (*non-refundable*) via any of the following channels :-

Interbank GIRO / Telegraphic Transfer

Payee name : Sunway College Johor Sdn Bhd
Bank name : CIMB Bank Berhad, 2 Jalan Sagu 1, Taman Daya, 81100 Johor Bahru.
Account no. : **8006091508**
Swift Code : CIBBMYKL

Online Banking

- a. **CIMB Clicks** : For existing 'CIMB Clicks' users - www.cimbclicks.com.my
b. **CIMB Bazaar** : For online banking users from other banks - FPX payment option from participating banks
(Maybank, RHB Bank, Public Bank, Bank Islam, Hong Leong Bank)

JomPAY



Billar Code : 8862
Ref -1 : Student ID
Ref -2 : Student NRIC/Passport Number/ Sunway Pals No.

JomPAY online at internet & Mobile Banking with your Current, Savings or Credit Card Account.

Online Payment

<https://epayment.sunway.edu.my/suncoljohor>

STEP 4

Email your application to our Information Centre team at infojb@sunway.edu.my or the respective Education Counsellor and attach your documents in the following order

1. Application Form (all 4 pages in the correct order)
2. NRIC (MyKad) – please scan in full colour, front and back
3. SPM/IGCSE/UEC examination results – please scan in full colour
4. Proof of payment (cash deposit slip, transaction confirmation etc)

Please Note

For A-level, AUSMAT, MUFY and ACCA applications, a subject registration form will also be required. Please ask the Education Counsellor about this!

Your OFF-SITE Registration is now



IMPORTANT

- The hardcopy of Application Form and all original supporting documents must be presented to the attending Education Counsellor to be certified before commencement of studies.
- An acknowledgement of enrolment will be sent by email within 3 working days by the Administration Department.
- eReceipt for payment will be sent by email within 3-5 working days (subject to bank clearance) by Financial Services.