



EXECUTIVE DEVELOPMENT & RE-GENERATION PROGRAM (EDGE)
APPLICATION FORM

BATCH/KEMASUKAN: SEM I / II / III YEAR / TAHUN _____ PMC CODE/KOD PUSAT PENGURUSAN PROGRAM _____

PROGRAMME/PROGRAM: _____

LOCATION/ STUDY CENTRE /LOKASI/PUSAT PENGURUSAN PROGRAM: _____

1. PERSONAL PARTICULARS / BUTIR-BUTIR PERIBADI		DATE OF BIRTH : TARIKH LAHIR
FULL NAME / NAMA PENUH :		GENDER/JANTINA:
MyKAD NO:		RACE/BANGSA:
CITIZENSHIP/ TARAF KEWARGANEGARAAN :		MARITAL STATUS : STATUS PERKAHWINAN
RESIDENTIAL ADDRESS/ ALAMAT KEDIAMAN :		
TEL. NO. / NO. TEL :		
BUSINESS/OFFICE ADDRESS: / ALAMAT PEJABAT :		
TEL. NO. / NO. TEL :		FAX: E-MAIL :
POSTAL ADDRESS (if different from the above address): ALAMAT SURAT-MENYURAT (jika berlainan dari alamat di atas)		SOURCE OF FINANCE / Sumber Pembiayaan
		<input type="checkbox"/> Company Syarikat <input type="checkbox"/> HRDF <input type="checkbox"/> EPF KWSP <input type="checkbox"/> Self Sendiri
2. CURRENT APPOINTMENT (if self-employed, retired or unemployed, please indicate accordingly) / JAWATAN SEKARANG (jika bekerja sendiri, pesara atau tidak bekerja, sila nyatakan)		
NAME OF EMPLOYER : NAMA MAJIKAN	NATURE OF BUSINESS : JENIS PERNIAGAAN	
DATE OF APPOINTMENT : TARIKH PERLANTIKAN	JOB TITLE : NAMA JAWATAN	
NO. OF PEOPLE EMPLOYED IN YOUR ORGANISATION : JUMLAH PEKERJA DALAM ORGANISASI ANDA:	NO. OF YOUR SUBORDINATES : JUMLAH PEKERJA DI BAWAH KAWALAN ANDA:	
POSITION /CATEGORY: JAWATAN/KATEGORI : <input type="checkbox"/> Managerial/ Pengurusan <input type="checkbox"/> Supervisory/ Penyelesaian <input type="checkbox"/> Technician/ Juruteknik <input type="checkbox"/> Clerical/ Perkeranian <input type="checkbox"/> Others (Specify)/..... Lain-lain / Nyatakan		
DESCRIBE BRIEFLY THREE (3) SUPERVISORY DUTIES WHICH YOU HAD PERFORMED : HURAIKAN SECARA RINGKAS TIGA (3) TUGAS PENYELIAAN YANG TELAH ANDA LAKUKAN:		
i.		
ii.		
iii.		
3. ACADEMIC QUALIFICATIONS / KELULUSAN AKADEMIK :		
SPM/SPVM/O LEVEL / _____ GRADE / GRED _____		NO OF CREDIT SUBJECTS: _____ BIL SUBJEK KREDIT

4. COLLEGES, UNIVERSITIES OR OTHER COURSES WHICH YOU HAVE ATTENDED – Attach Certified True Copy of Certificates / KOLEJ, UNIVERSITI ATAU LAIN-LAIN KURSUS YANG DIHADIRI - Lampirkan Salinan Sah Sijil -sijil				
Schools/Colleges/Universities/Institutions/ Course Organisers <i>Sekolah/Kolej/Univeristi/Institusi/Penganjur Kursus</i>	Date		Degree/Diploma / Course Attended <i>Ijazah/Diploma/Kursus yang dihadiri</i>	Grades Obtained <i>Keputusan Gred</i>
	From <i>Dari</i>	To <i>Hingga</i>		
5. CAREER HISTORY/ PENGALAMAN KERJA:				
Employer's Name & Address/Tel No <i>Nama & Alamat Majikan/No Tel</i>	Position <i>Jawatan</i>	Duration of Services/ <i>Tempoh Khidmat</i> From – To <i>Dari - Hingga</i>	Appointment letter attached/ <i>Surat</i> <i>perlantikan disertakan:</i> ✓ Yes/ Ya ; ✗ No/Tidak	
6. LANGUAGE PROFICIENCY/ KECEKAPAN BAHASA *: (Oral & Written/ Percakapan & Penulisan) * Tick ✓ current proficiency/ Tanda ✓ kecekapan semasa				
Bahasa Malaysia : Good / Baik <input type="checkbox"/>	Fair / Sederhana <input type="checkbox"/>	Poor / Lemah <input type="checkbox"/>		
English : Good / Baik <input type="checkbox"/>	Fair / Sederhana <input type="checkbox"/>	Poor / Lemah <input type="checkbox"/>		
7. PRESENT ACADEMIC ENROLMENT/ ENROLMEN AKADEMIK SEKARANG :				
Are you currently enrolled in any academic Programme ? Yes / No <i>Adakah anda sedang mengikuti program akademik lain ? Ya/ Tidak</i> If yes, please provide information of Programme/ Jika ya , sila beri maklumat Program:				
Name of Programme/ <i>Nama Program:</i>				
Academic Institution / Programme Provider: <i>Institusi Akademik/ Pembekal Program:</i>				
Expected Date of Completion: <i>Jangkaan Tarikh Tamat</i>				
8. NEXT –OF-KIN (In case of emergency)/ WARIS TERDEKAT (Sekiranya berlaku kecemasan):				

9. REFEREE & APPROVAL/ PERUJUK & KELULUSAN:

Please name one referee who should normally be a person with knowledge of your employment/
Sila namakan seorang perujuk yang mengetahui tentang pekerjaan anda

Referee 1/ Perujuk 1

Name/ Nama :

Position/ Jawatan : _____

Address/ Alamat : _____

Tel/ Tel : _____

Email/ Email : _____

Fax/ Faks : _____

**HEAD OF DEPARTMENT APPROVAL (FOR
 GOVERNMENT DEPARTMENT ONLY) /
 KELULUSAN KETUA JABATAN (UNTUK JABATAN
 KERAJAAN SAHAJA**

(Stamp & Signature / Cop & Tandatangan)

I declare that all information provided in this application, including copies of certificates and documents is true and correct.
 I fully understand the Terms and Conditions of the application and offer of admission to this Programme.
*Saya mengaku bahawa keterangan dalam permohonan ini, termasuk salinan sijil dan dokumen adalah benar dan betul.
 Saya memahami sepenuhnya akan Terma-terma dan Syarat-syarat permohonan dan tawaran masuk ke Program ini.*

Date: _____
 Tarikh: _____

Signature : _____
 Tandatangan: _____

This application is subject to Terms and Conditions stated below/ *Permohonan ini tertakluk kepada Terma-terma dan Syarat-syarat yang dinyatakan di bawah:*

- a. Documents that are not in English/Bahasa Malaysia must be accompanied by a certified full translation. *Dokumen bukan dalam Bahasa Inggeris / Bahasa Malaysia mesti dikembalikan dengan terjemahan penuh yang telah disahkan.*
- b. The Management of Razak School is authorised by the applicant, to make references to and use the information or data in this application for whatever purposes as may be deemed necessary. *Pengurusan Sekolah Razak dibenarkan oleh pemohon, membuat rujukan dan menggunakan maklumat atau data dalam permohonan ini untuk apa-apa tujuan yang memerlukannya.*
- c. The Programme applied for is designed to meet requirements set by the Malaysian Qualification Agency (MQA). Admission to this Programme is subject to the Academic Regulations approved by the UTM's Senate / *Program di pohon direkabentuk bagi memenuhi keperluan MQA. Kemasukan ke Program ini tertakluk kepada Peraturan Akademik yang diluluskan oleh Senat UTM.*
- d. Non-refundable processing fee of **RM 100.00** is submitted. **Do not send cash.** MyKad number and full name of applicant must be clearly printed on the reverse side of the cheque, banker's draft or postal order, and made payable to **BENDAHARI UTM**. *Yuran memproses RM 100.00 yang telah diserahkan tidak dikembalikan. **Jangan hantar wang tunai.** Nombor kad pengenalan dan nama penuh pemohon mesti di tulis dengan terang, di belakang cek, deraf bank atau wang pos, dan dibayar kepada **BENDAHARI UTM.***
- e. Decision on admissibility to the Programme will be final. *Keputusan kebolehasukan ke Program ini adalah muktamad.*
- f. The programme fee does **NOT** include the Convocation Fee / *Yuran program **TIDAK** termasuk Yuran Konvokesyen.*

This application form, complete with all certified documents and processing fee must be sent to / *Borang permohonan ini, lengkap dengan dokumen yang disahkan dan yuran memproses mesti dihantar kepada:*

Assistant Registrar EDGE,
 UTM Razak School of Engineering and Advanced Technology
 Universiti Teknologi Malaysia Kuala Lumpur
 54100 Jalan Semarak
 Kuala Lumpur, Malaysia
 Tel: 03-2180 5313/5309 Fax: 03-2180 5422

CHECK LIST/ SENARAI PERIKSA			For Office Use/ Untuk Kegunaan Pejabat
	Yes	No	
Certified Certificates / Documents	<input type="checkbox"/>	<input type="checkbox"/>	
2 recent passport size photographs	<input type="checkbox"/>	<input type="checkbox"/>	
Processing Fee (Cheque No.....)	<input type="checkbox"/>	<input type="checkbox"/>	
Confirmation Letter	<input type="checkbox"/>	<input type="checkbox"/>	
1 copy of Identification Card	<input type="checkbox"/>	<input type="checkbox"/>	