



# SCHOLARSHIP & BURSARY APPLICATION FORM

FORM S-02

Student Reference No. \_\_\_\_\_

Please attach  
passport-sized  
colour photograph

## Type of Scholarship or Bursary

- Merit Scholarship (100% reduction in fees)     Bursary (100% reduction in fees)
- Merit Scholarship (50% reduction in fees)     Bursary (50% reduction in fees)
- Merit Scholarship (25% reduction in fees)     Bursary (25% reduction in fees)

## SECTION 1 : STUDENT INFORMATION

Full Name (as per IC) \_\_\_\_\_

Date of Birth (dd/mm/yy) \_\_\_\_\_ Birth Cert/IC/Passport No. \_\_\_\_\_

Gender                       Male     Female                      Nationality \_\_\_\_\_

Type of Visa \_\_\_\_\_ Ethnicity/Race \_\_\_\_\_

Residential Address \_\_\_\_\_

## SECTION 2 : DETAILS OF PARENTS/GUARDIANS

### PARENT/LEGAL GUARDIAN 1

Full Name (as per IC) \_\_\_\_\_

Nationality \_\_\_\_\_ Passport/IC No. \_\_\_\_\_

Relationship to Student \_\_\_\_\_ Email Address \_\_\_\_\_

Phone No. (Mobile) \_\_\_\_\_ Phone No. (Home) \_\_\_\_\_

Company Name \_\_\_\_\_ Occupation \_\_\_\_\_

Company Address \_\_\_\_\_

### PARENT/LEGAL GUARDIAN 2

Full Name (as per IC) \_\_\_\_\_

Nationality \_\_\_\_\_ Passport/IC No. \_\_\_\_\_

Relationship to Student \_\_\_\_\_ Email Address \_\_\_\_\_

Phone No. (Mobile) \_\_\_\_\_ Phone No. (Home) \_\_\_\_\_

Company Name \_\_\_\_\_ Occupation \_\_\_\_\_

Company Address \_\_\_\_\_

### ADDITIONAL INFORMATION

Parents' Marital Status                       Married     Separated     Divorced     Widowed     Other \_\_\_\_\_

During the academic year, with whom will the student be living?     Father and Mother     Father     Mother     Guardian

Please provide full details of the adult guardian with whom the student will be living. \_\_\_\_\_

### EMERGENCY CONTACT

Full Name \_\_\_\_\_

Relationship to Student \_\_\_\_\_ Email Address \_\_\_\_\_

Phone No. (Mobile) \_\_\_\_\_ Phone No. (Home) \_\_\_\_\_

### SECTION 3 : DETAILS OF SIBLINGS

No.	Name of Sibling	Gender	Date of Birth	School	Year Group
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____

### SECTION 4: PAST RECORDS (TO BE COMPLETED BY STUDENT)

Examination/Award	Examination Board/ Awarding Body	Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Sports/Arts/Music/Community Service	Positions Held	Competitions & Ranking	Year Joined
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### OTHER ACCOMPLISHMENTS

## SECTION 5 : APPLICATION ESSAY

In 200 words or more, tell us about yourself and state why you deserve to be offered this scholarship/bursary.  
Continue on a separate sheet if necessary.

## APPLICATION CHECKLIST

### 1. Personal Information

- A copy of the student's birth certificate or identity card (IC)
- A copy of the student's passport and visa (if relevant)
- A copy of parents'/legal guardians' identity card (IC) or passport
- A copy of parents' /legal guardians' visa (if relevant)
- A copy of parents'/legal guardians' work permit (if relevant)
- A copy of student's medical reports and immunisation records
- Recent passport-sized photograph (35mmW x 50mmH)

### 2. Academic Information

- A copy of examination transcripts (e.g. UPSR examination)
- A copy of previous school report

### 3. Other Information

- School activities – include certificates of co-curricular activities, extra-curricular activities, clubs and societies, organisations and sports
- Community activities – include list of volunteer, community and public service activities (on page 3 of application)
- Awards – include list of awards received (on page 3 of application)

# TERMS AND CONDITIONS

This section outlines the Terms and Conditions for scholarships and bursaries by Orbix International School (Orbix). Parents and students must read these Terms and Conditions in full. In accepting a scholarship or bursary from Orbix, it is understood that you have read and agreed to comply with these Terms and Conditions. These Terms and Conditions are in addition to the Terms and Conditions as spelt out in the Parent Declaration section on the Student Application Form.

## Scholarship/Bursary Application Deadline

Applications must be submitted before the start of a new school semester. An application refers to submission of a fully completed Student Application Form and Scholarship & Bursary Application Form to Orbix with all required supporting documents as stated on the checklist. The acceptance of an application is at the absolute discretion of Orbix. Orbix reserves the right to decline an application and is not obliged to offer any justification for the rejection of any application.

## Application Success

Successful applicants will receive a Letter of Offer no later than one month after submission detailing the scholarship benefits and payment timing. If you do not wish to accept a scholarship that you have been offered, you should advise Orbix immediately in writing. Scholars and bursary applicants will enjoy a waiver of the application fee and registration fee. The applicable tuition fees, refundable deposit, annual fee and any other relevant fees will be stated on the Letter of Offer.

## Securing the Scholarship/Bursary Offer

The full sum of the applicable fees as stated in the Letter of Offer must be received by the School **on or before one (1) week from the date of the Letter of Offer**. Payments can be made via cheque, bank drafts or online transfer.

MUAR CAMPUS	
Beneficiary	: Orbix JMIS Sdn Bhd
Name of Bank	: CIMB Bank Berhad
Bank Address	: No.15, Jalan Solaris Mon't Kiara, Mon't Kiara, 50480 Kuala Lumpur
Account No.	: 8009538382
Swift Code	: CIBBMYKL

KLANG CAMPUS	
Beneficiary	: Orbix KLIS Sdn Bhd
Name of Bank	: CIMB Bank Berhad
Bank Address	: No.15, Jalan Solaris Mon't Kiara, Mon't Kiara, 50480 Kuala Lumpur
Account No.	: 8009825062
Swift Code	: CIBBMYKL

The offer of place and scholarship/bursary will no longer be valid where:

- the full sum of the applicable fees as stated in the Letter of Offer is not received by Orbix on or before one (1) week from the date of the Letter of Offer; or
- the offer of place and/or scholarship/bursary is declined.

## Eligibility Requirement

All scholarships/bursaries are awarded on the basis that the student will maintain full time enrolment in the approved year group. The scholarship/bursary may be terminated if your enrolment status changes, for example if you discontinue your studies at Orbix.

To retain the status as a scholar or bursary recipient, students are expected to:

- adhere to the academic and administrative policies of Orbix;
- meet any additional criteria outlined in the Letter of Offer;
- provide confirmation of your circumstances during the semester of the scholarship/bursary if requested by Orbix
- actively engage in Orbix activities and contribute positively to the community

Orbix may terminate the scholarship/bursary if the student has:

- failed to meet the scholarship/bursary Terms and Conditions; or
  - failed to meet the student's Code of Conduct; or
  - failed to maintain satisfactory academic progress; or
  - been suspended or excluded from Orbix during the course of the academic program; or
  - have provided incorrect, false or misleading information or withheld relevant information on the scholarship/bursary application
- If the scholarship/bursary is terminated, parents may be required to repay some or all of the scholarship/bursary amount.

## Publicity & Promotion

Once a student is offered a scholarship/bursary, the student's details including name, photograph, video, academic information and scholarship/bursary information will be passed on to the media and used by Orbix and/or partner organisations for promotional purposes, including but not limited to the Orbix website, social media channels, print and electronic media. If you do not wish for your details to be passed on to the media or used for promotional purposes, you must notify Orbix in writing before the start of the academic year, and this may affect the status of the scholarship awarded.

## Acknowledgement & Agreement

I/We have read and fully understand the above Terms and Conditions and the nature and effects of the agreement. I hereby expressly confirm my agreement. I/We further undertake to perform all such obligations and/or comply with all the terms and conditions set out above on my part to be performed or complied with, particularly but not limited to payment of all monies payable.

I/We understand also that Orbix may obtain, process and hold personal information about our child and I/we consent to this. I/We agree to provide the documentation set out in the checklist.

## PARENT/LEGAL GUARDIAN 1

Signature \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

## PARENT/LEGAL GUARDIAN 2

Signature \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_