

INDUCTION CHECK-LIST

- IC / PASSPORT (original)
- IC / PASSPORT (photocopy)
- OFFER LETTER
- ACADEMIC CERTIFICATES (original)
- ACADEMIC CERTIFICATES (photocopy)
- PROOF OF ONLINE ENROLMENT
- PROOF OF PAYMENT (applicable to bank transfer only)
- 2 PASSPORT PHOTOS
- PROOF OF SCHOLARSHIP/ SPONSORSHIP LETTER *(if applicable)*
- TRANSCRIPT FOR MQA COMPULSORY SUBJECTS TAKEN AT COLLEGE LEVEL  
*(if applicable)*

\* Please tick

NAME : .....

EMAIL : .....