



THE INTERNATIONAL MEDICAL UNIVERSITY (IMU)  
Scholarship Selection Committee

INSTRUCTION SHEET

**A. PROCEDURES**

1. All applications will be reviewed according to the procedures set by the Scholarship Selection Committee. Applications will be appraised based on financial ability, academic performance, extra-curricular activities and the communication and critical thinking skills component.
2. Applicants who are short-listed will be called for an interview with the Scholarship Selection Committee. The interview is only part of the scholarship application process and does not guarantee a seat in the programme. **All original certificates must be made available at the time of interview.**
3. The decision made by the Scholarship Selection Committee on selection of candidates is final.
4. The scholarship application time line for the intake is as follows:

	<b>BPharm and Nursing July 2011</b>	<b>Medical August 2011</b>
Closing date	6 May 2011	11 June 2011
Shortlisting Process	13 May 2011	20 June 2011
Notification of interviews	23 May 2011	27 June 2011
Interview Process	1 June-7 June 2011	4 July-8 July 2011
Notification of results	20 June 2011	29 July 2011
Course Commences	Nursing - 11 July 2011 BPharm - 11 July 2011	22 August 2011

**B. INSTRUCTIONS ON COMPLETING THE IMU SCHOLARSHIP APPLICATION PACKAGE**

**APPLICATION FORM**

1. Please read the instructions carefully before filling in the application form. The application form must be filled in FULL. Incomplete applications will not be processed.
2. Fill in the application form in BLOCK LETTERS using BLACK ink only.
3. Enclose six (6) copies of the completed application form (one is the original). Please attach a copy of Appendices A, B & C to each application form.
4. Part I - Student information  
Please provide all information required. Write NA if it is not applicable to you.
5. Part II – Background information  
Please provide all information required. You are required to submit documentary evidence of your parents income. If your siblings are in employment / business, please attach a copy of their latest pay slip.
6. Part IV - Academic Information  
Do not include your primary / elementary education.
7. Part IV (part F) - Referee  
Fill in the details of the head of school / institution that you last attended. You will need to contact your head of school for a confidential report.
8. Part V – Additional Information  
Please attach appendices A, B & C to the application form.

9. Part VI - MEDICAL REPORT

Please answer these questions truthfully and provide a medical report if necessary.

10. Part VII - OTHER

Please provide documentary evidence wherever possible.

### **CONFIDENTIAL REPORT**

A confidential report is required from your previous head of school. Please forward the Confidential Report Form provided to the school concerned. This report is confidential and must be either enclosed in your application package or mailed directly to the Scholarship Selection Committee.

### **HEPATITIS B LAB REPORT**

A recent (preferably not more than one year old) hepatitis B lab report is required for those applying for entry. Pathlab offer special rates to IMU applicants. Applicants may choose other labs / clinics if they prefer.

### **PHOTOS**

Enclose six (6) copies of your most recent coloured passport size photographs. Please attach your photos on the application forms. Print your name clearly on the back of the loose photos. Your photo will be used for your student ID card. Instant photos are not acceptable.

### **CERTIFIED DOCUMENTS**

Photocopied documents must be certified by your previous Head of school / institution or division 1 government officer. The staff of IMU is not authorised to certify your application documents.

### **SUBMISSION OF APPLICATION**

Your application should be submitted with one (1) copy of the following documents and arranged in the following order.

- a. **Six (6)** copies of photos. Your name is written on the back of each photo and attached to each application form
- b. Certified copy of identity card / passport
- c. **Six (6)** copies of the duly completed IMU Application Form
- d. Hepatitis B Lab Report
- e. Certified copy of SPM or equivalent certificate
- f. Certified copy of STPM / A-level or equivalent certificate
- g. Certified copy of degree / diploma certificate - if applicable
- h. Certified copy of English proficiency certificate (IELTS, TOEFL, MUET etc) – if applicable
- i. Certified copy of testimonials, awards and certificates of academic achievements and extra-curricular documents
- j. Certified copies of J / BE-Forms, or other documentation such as pensioner's card with annual pension statement, EPF account, EA forms etc., preferably for 3 years
- k. Certified copies of your siblings' pay slips if they are currently employed / in business
- l. Confidential report from the Dean or Principal of your school/college or university

All application forms to be sent to :

**Scholarship Selection Committee**  
**Student Services Department**  
**The International Medical University (IMU)**  
**126, Jalan Jalil Perkasa 19**  
**Bukit Jalil**  
**57000 Kuala Lumpur**  
**Tel: (03) 8656 7228, (03) 2731 7272**  
**Fax: (03) 8656 1018**