

NOTES AND INSTRUCTIONS TO STUDENTS

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|--|---|---------------------------------|
| (i) Students must fulfill the academic requirements and conditions before enrolling into the semester. | Date registered as KSK student : | <input type="text"/> |
| (ii) Subject enrolment must be done before or within the first week of the semester. | Registration Fee : | <input type="text" value="RM"/> |
| (iii) Students must pay the semester fees before attending classes. | Student ID valid to : | <input type="text"/> |
| (iv) Incomplete forms CANNOT be processed. | Access Card No. : | <input type="text"/> |

Section 1: PERSONAL PARTICULARS (Please use CAPITAL letters and UNDERLINE your surname)

Name : _____

NRIC/Passport No. : _____ Student ID No. (Sunway) : _____

Contact No. : House : _____ Mobile phone : _____

Course : _____

Intake : _____ Study Period : From _____ To _____

Section 2: SELECTION OF SUBJECT(S)

SUBJECT(S) ENROLLED FOR THIS INTAKE (EXCLUDING LOCKED-IN SUBJECTS)

SIS CODE	SUBJECT(S)	PT / FT	TYPE

NOTE: TYPE - FA(First Attempt) RP(Repeat) RT(Retake) RV(Revision) D (Deferred from previous intake)

*The management reserves the right to cancel/ postpone commencement of lectures should number of students fall less than 5.

PAYMENT MODE (INCLUDING LOCKED-IN SUBJECTS)

SUBJECT(S)	CASH	INSTALMENTS								
		1st	2nd	3rd	4th	5th	6th	7th	8th	9th

I, _____ do hereby declare that all information in this form is complete and correct and I agree to abide by all the terms and conditions set out on the application form. I also hereby consent to the disclosure of my results to Sunway College Kuching by ACCA.

Signature of student : _____ Date : _____

FOR OFFICE USE ONLY

1. Processed by Front Office Personnel

Updated student and course/ subject status in SIS

Proof of eligibility to enrol included.

Remarks : _____

Signature _____
 Name : _____
 Date : _____

2. Checked by Academic Manager

Approved - qualifications met

Rejected Reason : _____

Remarks : _____

Signature _____
 Name : _____
 Date : _____

SUBJECTS OR MODULES INFORMATION UPDATE

NO	SIS CODE	SUBJECT/MODULE TITLE	STATUS	REMARKS
1	ACCA F1	Accountant in Business		
2	ACCA F2	Management Accounting		
3	ACCA F3	Financial Accounting		
4	ACCA F4	Corporate and Business Law - <i>Malaysian Variant</i>		
5	ACCA F5	Performance Management		
6	ACCA F6	Taxation - <i>Malaysian Variant</i>		
7	ACCA F7	Financial Reporting - <i>International Variant</i>		
8	ACCA F8	Audit and Assurance - <i>International Variant</i>		
9	ACCA F9	Financial Management		
10	ACCA P1	Professional Accountant		
11	ACCA P2	Corporate Reporting - <i>International Variant</i>		
12	ACCA P3	Business Analysis		
13	ACCA P4	Advanced Financial Management		
14	ACCA P5	Advanced Performance Management		
15	ACCA P6	Advanced Taxation - <i>Malaysian Variant</i>		
16	ACCA P7	Advanced Audit and Assurance - <i>International Variant</i>		
17	CAT T1	Recording Financial Transaction		
18	CAT T2	Information for Management Control		
19	CAT T3	Maintaining Financial Records		
20	CAT T4	Accounting for Costs		
21	CAT T5	Managing People and Systems		
22	CAT T6	Drafting Financial Statements		
23	CAT T7	Planning, Control and Performance Management		
24	CAT T8	Implementing Audit Procedures		
25	CAT T9	Preparing Taxation Computations		
26	CAT T10	Managing Finances		
27	CAT TUITION FEE	CAT Full Package (<i>Items 17-26; Excluding</i>)		
28	DIA (FT)	Diploma in Accounting (Full-Time)		
29	DIA (PT) L1-L3	Diploma in Accounting (Part-Time)		
30	1617	Book-Keeping Level 1		
31	2607	Book-Keeping & Accounts Level 2		
32	1626	Book-Keeping Level 1 & Level 2 Package		
33	DIA (PT) L3	Diploma In Accounting Level 3		
34	3902	Accounting (IAS) Level 3		
35	3603	Advanced Business Calculations Level 3		
36	3609	Business Statistics Level 3		
37	MPW1113	MQA Compulsory Subject - Bahasa Kebangsaan		
38	MPW1133	MQA Compulsory Subject - Pengajian Malaysia		
39	MPW1143	MQA Compulsory Subject - Pengajian Islam		
40	MPW1153	MQA Compulsory Subject - Pendidikan Moral		
41	ICFE (1), (2)	International Certificate in Financial English		
42	CSB (1), (2), (3)	Communication Skills in Business		
43	KET	Key English Test		
44	PET	Preliminary English Test		
45	FCE	First Certificate in English		
46	CAE	Certificate in Advanced English		
47	MUET	Malaysian University English Test (MUET) Preparatory Course		
48	IELTS	International English Language Testing System (IELTS)		
49	PEP (LOWER ELE)	PEP - Lower Elementary		
50	PEP (UPPER ELE)	PEP - Upper Elementary		
51	PEP (LOWER INT)	PEP - Lower Intermediate		
52	PEP (INT)	PEP Intermediate		
53	PEP (UPPER INT)	PEP - Upper Intermediate		
54	PEP (LOWER ADV)	PEP - Lower Advanced		
55	PEP (ADV)	PEP - Advanced		
56	PEP (UPPER ADV)	PEP - Upper Advanced		
57	DE (BEGINNERS)	Daily English - Beginners		
58	DE (PRE-INT)	Daily English - Pre-Intermediate		
59	DE (INTERMEDIATE)	Daily English - Intermediate		
60	UBS ACCOUNTING	Computerised Accounting - UBS		
61	MYOB ACCOUNTING	MYOB Accounting Training Course		
62	SA1, SA2, SA3, SA4	Software Applications (Ms Word, Excel, Powerpoint, Access)		
63	CIA (1), (2), (3), (4)	Certified Internal Auditor		
64	OBU-RAP	Oxford Brookes University		

Key: A - Attempted P - Passed E - Exempted LI - Lock-in (please state intended intake under "Remarks") EN - Enrolled in this intake D - Deferred to next intake

