

STUDENT APPLICATION FORM (INTERNATIONAL STUDENTS)

Section A: Programme Details (all fields are mandatory)		Recent Passport-Sized Photo with White Background
Course Applied For		
Course Intake Date		

Section B: Document Checklist (official English translations must be included for documents not in English)	
<p>Document checklist:</p> <div style="display: flex; flex-wrap: wrap;"> <div style="flex: 1; min-width: 200px;"> <input type="checkbox"/> Completed application form <input type="checkbox"/> Non-refundable application fee <input type="checkbox"/> Copy of passport (with at least 1 year's validity) <input type="checkbox"/> Copy of birth certificate <input type="checkbox"/> Change of name certificate (if name in birth certificate differs from passport) <input type="checkbox"/> Two passport-sized recent photographs with white background <input type="checkbox"/> Copy of relevant highest educational certificates and transcripts <input type="checkbox"/> Reference stating applicant's work experience, if applicable <input type="checkbox"/> Bank statement from applicant/spouse/parent, showing financial situation </div> <div style="flex: 1; min-width: 200px;"> <input type="checkbox"/> Copy of applicant's spouse's/parent's passport or identity card <input type="checkbox"/> Applicant's spouse's/parent's residence permit (SPR/EP/SP/WP/STP/PVP) in Singapore, if applicable <input type="checkbox"/> Spouse's/parent's letter of employment, if applicable <input type="checkbox"/> Copy of legal guardian's NRIC (as applicant's sponsor), if applicable </div> </div>	

Section C: Personal Particulars (all fields are mandatory; please write in capital letters)					
Full Name (please underline surname)				Alias (if applicable)	
Birth Certificate No.		Race		Religion (denomination)	
Gender	Male / Female	Date of Birth (DD/MM/YY)		FIN No. (if applicable)	
Email Address					
Nationality		Province/State & Country of Birth			
Occupation		Employment/Dependent Pass Expiry Date (if applicable) (DD/MM/YY)			
Marital Status	Single / Married / Divorced / Widowed		Type of Travel Document Held		
Passport No.		Passport Issue Date (DD/MM/YY)		Passport Expiry Date (DD/MM/YY)	
Country of Issue		Place of Issue			
Singapore Residential Address				Singapore Tel No.	
Home Country Address				Home Country Tel No.	
Emergency Contact					
Name				Relationship	
Email				Tel No. (with country & area code)	

Section D: Information Required for Student's Pass Application			
Country	Address	Period of Stay	
		From (MM/YYYY)	To (MM/YYYY)
Have you ever been refused entry into or deported from any country, including Singapore?		Yes / No	
Have you ever been convicted in a court of law in any country, including Singapore?		Yes / No	
Have you ever been prohibited from entering Singapore?		Yes / No	
Have you ever entered Singapore using a different passport or name?		Yes / No	
<i>If any of the above answers is Yes, please furnish details on a separate piece of paper.</i>			

Section E: Applicant's Family Members (if applicable; all fields are mandatory)						
Applicant's Parents and/or Step Parents						
Full Name (as in Passport)	Relationship	Date of Birth (DD/MM/YY)	Nationality	Residential Status in Singapore (if applicable)	NRIC / FIN No. (if applicable)	Occupation
Applicant's Spouse						
Full Name (as in Passport)	Relationship	Date of Birth (DD/MM/YY)	Nationality	Residential Status in Singapore (if applicable)	NRIC / FIN No. (if applicable)	Occupation
Applicant's Natural Siblings						
Full Name (as in Passport)	Relationship	Date of Birth (DD/MM/YY)	Nationality	Residential Status in Singapore (if applicable)	NRIC / FIN No. (if applicable)	Occupation

Section F: Applicant's Education History (in chronological order; include courses attended in Singapore)						
Name of School / College / University	Country & State / Province	Language of Instruction	From (MM/YYYY)	To (MM/YYYY)	Qualification Awarded	Educational Certificate No.
Obtained pass in English						Yes / No

Section G: Applicant's Employment History (include practical training, industrial attachment & internship in Singapore)					
Name of Company	Country & State / Province	Position Held	From (MM/YYYY)	To (MM/YYYY)	Nature of Duties
Remarks/Explanation (if any)					

Section H: Applicant's Financial Support					
Applicant	Average Monthly Income for Past 6 Months	SGD	Current Savings	SGD	
Father	Average Monthly Income for Past 6 Months	SGD	Current Savings	SGD	
Mother	Average Monthly Income for Past 6 Months	SGD	Current Savings	SGD	
Spouse	Average Monthly Income for Past 6 Months	SGD	Current Savings	SGD	
Other sources of financial support (e.g. scholarship, study loan, funds from relatives – please furnish supporting documents)				Yes / No	SGD

**Recommended to have combined financial support of SGD50,000.00 and above*

Section I: Referral Contact (only if applicable)			
Referred By Existing Student		NRIC No. / FIN	
Student ID		Tel No.	
Name of Agent			
How Did You Get To Know About IMSC (✓ where applicable)			
Agent		Friends (Word of Mouth)	
		Website	
		Facebook	
Instagram		Events / Roadshows	
		Walk-In	
		Others	

Section J: Important Information on Standard PEI-Student Contract													
<p>(a) As stipulated by CPE with the aim of enhancing the confidence of students and their parents in the quality of education in Singapore, we will enter into a standard PEI-Student Contract with all our students.</p> <p>(b) The contract lays out the important terms and conditions governing the relationship between the student and IMSC. We will honour the terms and conditions spelt out in the contract and in all communication materials. A copy of the standard student contract is available for inspection upon request and also on the CPE website (www.ssg.gov.sg/cpe/pei.html).</p>													
Refund Policy													
<p>(c) The Student will be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid, save the non-refundable application fees, should the Student decide to withdraw, within 7 working days of the following notice:</p> <ol style="list-style-type: none"> IMSC does not commence the Course on the Course Commencement Date; IMSC terminates the Course before the Course Commencement Date; IMSC does not complete the Course by the Course Completion Date; IMSC terminates the Course before the Course Completion Date; IMSC has not ensured that the Student meets the course entry or matriculation requirement(s) as set by IMSC in Course Details within any stipulated timeline set by CPE; The Student's Pass application is rejected by the Immigration and Checkpoints Authority (ICA). <p>(d) IMSC will provide the Student with a cooling-off period of 7 working days after the date that the Student Contract has been signed by both parties. The Student will be refunded the highest percentage of fees already paid if the Student submits a written notice of withdrawal to IMSC within the cooling-off period, regardless of whether the Student has started the Course or not.</p> <p>(e) If the Student withdraws from the Course for any reason other those stated in (a), IMSC will, within 7 working days of receiving the Student's written notice of withdrawal, refund to the Student an amount based on the following:</p> <table border="1"> <thead> <tr> <th>% of [the amount of fees paid under Schedule B and C of the Student Contract]</th> <th>When Student's written notice of withdrawal is received</th> </tr> </thead> <tbody> <tr> <td>80</td> <td>("Maximum Refund") More than 28 days before the Course Commencement Date</td> </tr> <tr> <td>50</td> <td>More than 20 days, but not more than 28 days, before the Course Commencement Date</td> </tr> <tr> <td>10</td> <td>More than 10 days, but not more than 20 days, before the Course Commencement Date</td> </tr> <tr> <td>5</td> <td>Before, but not more than 10 days before the Course Commencement Date</td> </tr> <tr> <td>0</td> <td>On or after the Course Commencement Date</td> </tr> </tbody> </table>		% of [the amount of fees paid under Schedule B and C of the Student Contract]	When Student's written notice of withdrawal is received	80	("Maximum Refund") More than 28 days before the Course Commencement Date	50	More than 20 days, but not more than 28 days, before the Course Commencement Date	10	More than 10 days, but not more than 20 days, before the Course Commencement Date	5	Before, but not more than 10 days before the Course Commencement Date	0	On or after the Course Commencement Date
% of [the amount of fees paid under Schedule B and C of the Student Contract]	When Student's written notice of withdrawal is received												
80	("Maximum Refund") More than 28 days before the Course Commencement Date												
50	More than 20 days, but not more than 28 days, before the Course Commencement Date												
10	More than 10 days, but not more than 20 days, before the Course Commencement Date												
5	Before, but not more than 10 days before the Course Commencement Date												
0	On or after the Course Commencement Date												
Fee Protection Scheme													
<p>(f) The Fee Protection Scheme (FPS) serves to protect students' fees in the event a PEI is unable to continue operating due to insolvency, and/or regulatory closure.</p> <p>(g) The Fee Protection Scheme also protects students if the private education institution fails to pay penalties or return fees to the students arising from judgement made against it by the Singapore courts.</p> <p>(h) The FPS is applicable to ALL students (regardless of nationality and the type of passes, i.e. dependent's pass, student's pass, work permit etc).</p> <p>(i) IMSC has appointed Lonpac Insurance Bhd to be the FPS provider for all students.</p> <p>(j) More details of the FPS can also be found in the FPS Instruction Manual, available at CPE's website (www.ssg.gov.sg/cpe/pei.html).</p>													
Medical Insurance													

- (k) It is compulsory for ALL international students to purchase IMSC's Group Medical Insurance plan which provides coverage for hospitalisation, outpatient and related medical treatment for the entire course duration.
- (l) Singaporeans, Permanent Residents and non-Student Pass holders are exempted if they are covered by their own medical insurance plan.
- (m) Students who choose to opt out of the medical insurance are to show proof that they have their own medical insurance. Please speak to the programme consultant in order to make informed choices.

Advisory Note

The PE Act also requires a student to sign an Advisory Note prior to enrolling to the chosen PEI. The advisory note will be signed and returned together with the PEI-Student Contract.

Section K: Confidentiality and Security of Information (Personal Data Protection)

IMSC is committed to maintaining the confidentiality of all information provided by Students and undertake not to divulge any of this information to any third party (other than government agencies) without the prior written consent of Students, in compliance with our obligations under the PDPA, which came into full effect on 2 July 2014. All data that need to be released shall be done strictly on a need-to-know basis.

By making the application to IMSC, and in initiating on the application form, you agree to be bound by the terms of IMSC's policy on data protection policy, a copy of which is available on our website at www.imsc.edu.sg/datapolicy.

Where you provide us with your personal information in person, by email, through our website or via any other method, you consent to the collection and use of this personal information by the International Management & Sports College Pte Ltd in accordance with this statement and our privacy policy available on our website (www.imsc.edu.sg/privacy-statement).

Section L: IMSC Bank Account Details

Account Name	International Management and Sports College Pte Ltd		
Bank Name	Overseas-Chinese Banking Corporation Limited		
Account Number	508-707-999-001		
Bank Code	7339	Branch Code	508
SWIFT Code	OCBCSGSG		
BIC Code	OCBCSGSGXXX		

Section M: Declaration by Applicant

- I hereby declare that all the particulars furnished by me in this application are true and correct.
- I undertake not to study without a Student's Pass
- I undertake not to misuse controlled drugs or to take part in any political or other activities during my stay in Singapore which would make me an undesirable or prohibited immigrant under the Immigration Act.
- I undertake to comply with the provisions of the Immigration Act and any regulations made thereunder or any statutory modification or re-enactment thereof for the time being in force in Singapore.
- I undertake not to be involved in any criminal offences in Singapore.
- I undertake not to indulge in any activities which are inconsistent with the purpose for which the immigration passes have been issued.
- I further undertake not to be engaged in any form of employment or in any business, profession or occupation in Singapore whether paid or unpaid, without a valid work pass issued under the Employment of Foreign Manpower Act (Cap. 91A). I understand that industrial attachment and/or on-the-job training (whether provided by my school or otherwise) is also considered as employment under the Employment of Foreign Manpower Act and requires a valid work pass.
- I am aware that overstaying or working illegally in Singapore is a serious offence and on conviction, the penalties may include mandatory imprisonment and caning.
- I understand that if the Controller of Immigration is satisfied that I or any member of my family breaches this undertaking or becomes an undesirable or prohibited immigrant, he will cancel my immigration pass and the passes of the members of my family, and we may be required to leave Singapore within 24 hours of such a cancellation.
- I give my consent for the Immigration and Customs Authority of Singapore to obtain and verify information from or with any source, as you deem appropriate for the assessment of my application for immigration facilities.

IT IS AN OFFENCE UNDER THE IMMIGRATION ACT TO MAKE ANY FALSE STATEMENT, REPRESENTATION OR DECLARATION IN CONNECTION WITH THIS APPLICATION.

I hereby apply for the above-mentioned programme. I declare that the information given in this form is true and complete. I understand that if falsified information is submitted, my application for admission may be rescinded at the sole discretion of IMSC. I understand fully what has been communicated to me and I hereby acknowledge that I have been briefed on all of the above.

Applicant's Name & Signature	Date

If the aforementioned person is under 18 years of age, or is not a person of independent means, his or her parent/guardian must acknowledge below.

Parent / Guardian's Name & Signature	Date

Section N: For Official Use Only

Course Enrolled For					
Met Age Requirement	Yes / No	Met Academic Requirement	Yes / No	Met English Proficiency Requirement	Yes / No
Remarks (if any)					

Assessment By Academic Department

Application Status	Approved		Rejected	
Name			Designation	
Signature			Date	
Remarks (if any)				