

Bursary Application Form

Intake Year 2023



Name (as per NRIC)			
NRIC No.			
Course		Intake (MM/YY)	
Home Address			
Email Address		Contact No	

Types of Bursary/Discount:

Please "✓" that apply

- Riam Road Secondary School (RRSS) Special Bursary (20% discount for whole fees, T&C apply)
- Kai Dee Middle School Special Bursary (20% discount for whole fees, T&C apply)
- Sibling Discount (Please fill in table A)

Table A:

Name of Sibling	IC No	Relationship	Course	Intake (MM/YY)

- Sarawak Teacher's Union Privilege Discount (Please fill in table B)

Table B:

Parent's Name (who are Sarawak Teacher)	Name of School

- Association Member Special Bursary (Please provide the details as follows.)

1. Association/Society/Bodies Name (Required for Association Member Bursary)

2. _____
President or Vice President's Full Name (Required for Association Member Bursary)

3. _____
President or Vice President's Contact Number (Required for Association Member Bursary)

4. _____
Association/Society/Bodies Official Stamp

Documents need to submit:

1. A copy of completed Riamtec's registration form
2. A copy of student's NRIC
3. A copy of student's leaving certificate (For RRSS / SM Kai Dee applicants)
4. A copy of birth certificate for both sibling (For Sibling Discount)
5. Completed Bursary Application Form

Declaration

I declare that the information contained in this application form and in the attached documents are true and accurate to the best of my knowledge at this time. I acknowledge that Riam Institute of Technology reserves the right to seek from other relevant bodies' verification as to the standing of my claimed qualifications. I further acknowledge that the Institution reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect or incomplete information and that should the information be found false at any stage, the scholarship will be terminated immediately and I will be liable to re-pay the Institution the total sum of any payments already received.

Note: Please refer to the terms and conditions (Page 3).

Student Signature	SRA Officer Signature
Date :	Date :

For office use only:

Application Status : Approve Reject

Approve Amount : _____

Actual Course Fee : _____

Balance of Fee : _____

Approved/Rejected by : _____

Reason for Rejection : _____

Date : _____

<i>Record</i>	<i>SQL</i>	<i>CMS</i>
<i>Date</i>		
<i>Officer</i>		

GENERAL TERMS & CONDITIONS FOR ALL SCHOLARSHIPS & BURSARIES

1. Open to Malaysian & International citizens to apply.
2. The scholarship / bursaries is offered strictly to full- time students at Riam Institute of Technology (Riamtec).
3. All scholarship / bursaries packages published in Riamtec's Scholarships & Financial Aid brochure and Website is only valid for 2023 intakes. It will be reviewed on yearly basis and subject to change. Riamtec reserves the right to change the scholarship scheme and the terms and conditions at any point in time as and when Riamtec deems necessary.
4. The scholarships / bursaries apply to the year of admission, and not the year of application.
5. Applicants are entitled to only ONE (1) scholarship/bursary/discount stated at any one time, including scholarships from other organizations/bodies. The one with the highest quantum will automatically apply.
6. The entitlement of scholarship/bursary/discount is only for new & first-time registration and enrollment Only.
7. Scholarship/bursary/discount receiver must achieve a Good Attendance record (above 85%) to set a good role model and Institute reserves the right to cancel the scholarship/bursary/discount without prior notice if student attendance is unsatisfactory.
8. Students who has credit transfer/exemptions will not be eligible for Scholarship / Bursary.
9. The scholarship / bursary quantum awarded is in the form of tuition fee deduction; it is not a cash award. In the event where the scholarship amount awarded is more than the tuition fee payable of the year, the recipient will be awarded up to a maximum tuition fees payable for the year only. The balance of scholarship / bursary quantum is not transferable to/for any other type of fee payment nor refundable in cash.
10. The scholarship / bursary ONLY covers tuition fee deduction in subjects enrolled for the first time (first attempt), NOT for the 'repeat' subjects.
11. The schedule of general fees must be paid as and when required, in accordance Riamtec's policy on enrolment and fees.
12. For students who are eligible for several forms of discount by Riamtec (e.g., Sibling Discount, others), the scholarship awarded will be applicable on the net balance of the tuition fee payable after the deduction of the relevant discount/ bursary.
13. Scholarship / bursary recipients shall communicate with the staff from Student Service Department pertaining to the changes of the programme status, including programme transfers, deferment, suspension of studies, etc. Approval of the scholarship after the programme status changed is subject decision of the Riamtec's Management after reviewing the supporting documents submitted.
14. In the event that the recipient transfer/ withdraws from the programme, is suspended or terminated by Riamtec at any point of time, before the completion of the programme, the scholarship / bursary shall be automatically terminated. However, should the recipient withdraw from the programme due to medical reasons, his/ her scholarship / bursary may be retained, subject to the absolute discretion of Riamtec, and only after the recipient has provided adequate supporting medical documents acceptable to Riamtec.
15. Should such a transfer/ withdrawal, termination or suspension occur, Riamtec reserves the right to claim for the recovery of fees due, which are calculated on a pro rata basis. This is based on the valuable benefit received by the recipient.
16. The duration of the scholarship / bursary is up to the completion of study period specified by Riamtec. No extensions are allowed.
17. In the event of a dispute on the eligibility for the scholarship / bursary, the decision made by the Riamtec's Management is final.
18. Riamtec reserves the right to alter, add or delete any of the terms and conditions and scholarship / bursary scheme at any point of time as and when Riamtec deems necessary.
19. Riamtec reserves the right to involve the scholarship / bursary recipients in interviews, advertisements, photography or other publicity related activities for the purpose of promoting the educational institution.
20. Non-compliance to any of the terms and conditions related to the relevant scholarship / bursary would result to a breach of contract.
21. The dateline of the scholarship / bursary application deadline is on the first week before the commencement of the new intake.

Eligibility of Bursary

1. Siblings Discount

- i. The Sibling Discount will be awarded to the next sibling when both siblings studying in Riam Institute of Technology (Riamtec) at the same time.
- ii. For new registration only, applicant is entitled the 20% Discount in the 1st Year Tuition Fee only. It shall not be deducted from any general, registration, application or exam fees and will not be valid for returning, repeating or continuing students.
- iii. Applicable for both Malaysian & International students.
- iv. The final decision to grant the discount is at the sole discretion of the Student Service Department and Riamtec's Management.

2. Riam Road Secondary School & Kai Dee Middle School Special Bursary

- i. Exclusively to Riam Road Secondary School and Kai Dee Middle School Alumni who are graduate from these schools. Applicable to all MQA Academic and TVET courses except for UOW Malaysia KDU and professional courses. The bursary fund is limited and it is offered by first come first serve basis.
- ii. Entitlement:
 - Enjoy 20% off on Tuition Fee for all semesters excluding retake/repeat subject or retake/repeat semester.
 - RRSS Alumni / Kai Dee Alumni Special Bursaries is a One-Time Entitlement only per new registration (*i.e New Student only*).

3. Association Member Special Bursary

- i. It is a special bursary for association's active members who need financial assistance to lessen burden on children's education cost.
- ii. Applicable to all MQA Academic Diploma and Malaysia Skills Diploma. The bursary fund is limited.
- iii. Recommended by Association President/ Vice President
- iv. Good performance/ Active Co-Curricular in High School.
- v. Special Bursary will be offered for a maximum of five (5) semesters only excluding retake/repeat subject or retake/repeat semester.
- vi. Special Bursaries is a One-Time Entitlement only per new registration (*i.e New Student only*).