PTPTN LOANS RULES AND REGULATIONS

- Malaysia citizen
- Age below 45 years old
- Programme duration must be more than 1 year (Degree Level 3 student are not eligible to apply)
- Registered and started the intake
- Loan is not provided for Foundation Programme
- Loan is only available for FULL TIME programme

GUIDELINE HOW TO APPLY PTPTN LOAN ONLINE APPLICATION

1) Student required to open CIMB Saving Account (under student name)
2) Student required to open SSPN Account (Skim Simpanan Pendidikan Nasional) at Maybank ONLY costs at RM20.00.
3) Student required to get PIN Number for PTPTN application at Bank Simpanan Nasional (BSN) costs at RM5.00.
4) Student may proceed for online application at www.ptptn.gov.my/gateway following the submission schedule as below:
   - 1ST MARCH until 15TH MARCH
   - 1ST JUNE until 15TH JUNE
   - 1ST OCTOBER until 15TH OCTOBER
   - 1ST DECEMBER until 30TH DECEMBER
5) Students are advised to check details thoroughly before submission. Please do not hesitate to come and see the respective person in charge for PTPTN (Mr Shah Rezam or Ms Maslina) at Student Services.
6) Kindly check the status of your PTPTN online application pre-approval 5 working days after the closing date of submission.
7) Student required accepting the PTPTN loans offer in the online system and printing out the hardcopies document.
8) Student will be informed accordingly for the hardcopies and supporting documents submission which will be announced in the Webspace after getting the pre-approval.

COURSE FEE PAYMENT OPTIONS

- Student in the process to apply for PTPTN loan shall be registered under the semester or monthly installment fee payment scheme and required to pay initial fees
- Student must continue paying their monthly installment dues as normal until PTPTN application is approved
- Estimated time to get the first payment upon PTPTN pre-approval is around 2 months
- PTPTN will only disburse the payment for student who obtained minimum GPA 2.00 and above for every semester
- Student who failed to get the GPA 2.00 will not receive the PTPTN loan and will have to make own arrangement to pay for the course fees
- Payment schedule for PTPTN disbursement is only twice a year (April & November for every year)

CASE OF REJECTION

- Online application might be rejected by PTPTN because of the following reason:
  - Wrongly choosing IPTS or institution name
  - Degree Level 2 student – never send any “Borang Penangguhan Bayaran Balik” if they are under PTPTN loan before for Diploma programme
  - Those who are transferring from other colleges which applying PTPTN loan for the same level
- Upon submission of hardcopies document, PTPTN might reject because of the following reason:
  - Not fulfilling the PTPTN academic requirement such as Mathematics not credit if student apply for B Sc IT related courses, Diploma CGPA below 2.50 or 2.00 (different academic requirement depending on courses)
  - Missing out some of supporting document
  - Unauthorized person to certified true copy all supporting documents and witnesses for agreement (Only Grade A Government Officer/Commissioner of Oath or UCTI staff – Mr Shah Rezam and Ms Maslina)
ACADEMIC REQUIREMENT

1) DIPLOMA PROGRAMME

a) Diploma in Business with IT / Diploma in Accounting / Diploma in Business Administration
   ➢ 3 credits in SPM + pass in Bahasa Melayu

b) Diploma in Electrical & Electronic Engineering
   ➢ 3 credits in SPM including Maths and good result in Physics & pass in Bahasa Melayu

c) Diploma in Information & Communication Technology
   ➢ 3 credits in SPM including Maths + pass in Bahasa Melayu

2) DEGREE PROGRAMME (for all B Sc/ IT related courses)

a) STPM
   ➢ 2 subjects with CGPA 2.00 and above including Pengajian Am
   ➢ 5 credits in SPM including Maths credit & pass in Bahasa Melayu

b) A Level
   ➢ 2 principle passes
   ➢ 5 credits in SPM & pass in Bahasa Melayu

c) FOUNDATION (from UCTI or other institution)
   ➢ Pass in related Foundation Programme (min CGPA 2.00)
   ➢ 5 credits in SPM including Maths and good result in Physics & pass in Bahasa Melayu

d) DIPLOMA (from UCTI or other institution)
   ➢ Pass in related Diploma Programme with min CGPA 2.50
   ➢ 3 credits in SPM including Maths & pass in Bahasa Melayu

e) UEC
   ➢ Min 5B’s including pass in Bahasa Melayu

f) Others
   ➢ Kindly see us for further details

3) DEGREE PROGRAMME (for all B A / Business programme)

a) STPM
   ➢ 2 subjects with CGPA 2.00 and above including Pengajian Am
   ➢ 5 credits in SPM & pass in Bahasa Melayu

b) A Level
   ➢ 2 principle passes
   ➢ 5 credits in SPM & pass in Bahasa Melayu

c) FOUNDATION (from UCTI or other institution)
   ➢ Pass in related Foundation Programme (min CGPA 2.00)
   ➢ 5 credits in SPM & pass in Bahasa Melayu

d) DIPLOMA (from UCTI or other institution)
   ➢ Pass in related Diploma Programme with min CGPA 2.00
   ➢ 3 credits in SPM & pass in Bahasa Melayu

e) UEC
   ➢ Min 5B’s including pass in Bahasa Melayu

f) Others
   ➢ Kindly see us for further details

4) DEGREE PROGRAMME (for all B Eng / Engineering programme)

a) STPM
   ➢ 2 subjects with CGPA 2.00 and above including good result in Maths and Physics
   ➢ 5 credits in SPM including Maths and good result in Physics & pass in Bahasa Melayu

b) A Level
   ➢ 2 principle passes and good result in Maths & Physics
   ➢ 5 credits in SPM including Maths and good result in Physics & pass in Bahasa Melayu

c) FOUNDATION (from UCTI)
   ➢ Pass in related Foundation Programme (min CGPA 2.00)
   ➢ 5 credits in SPM including Maths and good result in Physics & pass in Bahasa Melayu

d) DIPLOMA or Higher National Diploma (from UCTI or other institution)
   ➢ Pass in related Diploma Programme with min CGPA 2.00
   ➢ 3 credits in SPM including Maths & good result in Physics & pass in Bahasa Melayu
## COURSE AND INSTITUTION DETAILS

**NAMA INSTITUSI : KOLEJ UNIVERSITI TEKNOLOGI DAN INOVASI ASIA PASIFIK**

**TAHAP PENGAJIAN : DIPLOMA SEPENUH MASA**

<table>
<thead>
<tr>
<th>No</th>
<th>Course Name</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Diploma in Information &amp; Communications Technology (with specialism in Software Engineering)</td>
</tr>
<tr>
<td>2</td>
<td>Diploma in Business with Information Technology</td>
</tr>
<tr>
<td>3</td>
<td>Diploma in Business Administration</td>
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<tr>
<td>4</td>
<td>Diploma in Accounting</td>
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</tbody>
</table>

**NAMA INSTITUSI : KOLEJ UNIVERSITI TEKNOLOGI DAN INOVASI ASIA PASIFIK**

**TAHAP PENGAJIAN : IJAZAH PERTAMA SEPENUH MASA**

<table>
<thead>
<tr>
<th>No</th>
<th>Course Name</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>B Sc (Hons) in Computing 3+0 in collaboration with Staffordshire University, UK (Software Engineering, Multimedia Computing, Mobile Computing, Knowledge Management, Biometrics, Web Development, Artificial Intelligence, Computer Security)</td>
</tr>
<tr>
<td>2</td>
<td>B Sc (Hons) in Business Computing 3+0 in collaboration with Staffordshire University, UK (Management, E-Marketing)</td>
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<tr>
<td>3</td>
<td>B Sc (Hons) in Business Information Technology 3+0 in collaboration with Staffordshire University, UK</td>
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<tr>
<td>4</td>
<td>B Sc (Hons) in Electronic Commerce 3+0 in collaboration with Staffordshire University, UK</td>
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<tr>
<td>5</td>
<td>B Sc (Hons) in Information Technology (Information System Security, Intelligent System, Network Computing, Forensic Computing, Mobile Computing, Business Information System)</td>
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<tr>
<td>6</td>
<td>B Sc (Hons) in Enterprise Computing</td>
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<tr>
<td>7</td>
<td>B Sc (Hons) in Software Engineering</td>
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<tr>
<td>8</td>
<td>B Sc (Hons) in Internet Technology</td>
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<tr>
<td>9</td>
<td>B Sc (Hons) in Multimedia Technology</td>
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<tr>
<td>10</td>
<td>B Sc (Hons) in E-Commerce Technology</td>
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<tr>
<td>11</td>
<td>B Sc (Hons) in Technopreneurship</td>
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<tr>
<td>12</td>
<td>B Sc (Hons) in Computer Games Development</td>
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<td>13</td>
<td>B Sc (Hons) in Web Media Technology</td>
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<td>14</td>
<td>B Sc (Hons) in Media Informatics</td>
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<tr>
<td>15</td>
<td>BA (Hons) in Business Management (E-Business, E-Procurement)</td>
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<td>16</td>
<td>BA (Hons) in International Business Management</td>
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<tr>
<td>17</td>
<td>BA (Hons) in Marketing Management</td>
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<tr>
<td>18</td>
<td>BA (Hons) in Human Resources Management</td>
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<tr>
<td>19</td>
<td>BA (Hons) in Accounting &amp; Finance (Forensic Computing, Taxation, Forex and Investment)</td>
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<td>20</td>
<td>BA (Hons) in Media Marketing</td>
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<td>21</td>
<td>BA (Hons) in Tourism Management</td>
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<td>22</td>
<td>BA (Hons) in Services Management</td>
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<tr>
<td>23</td>
<td>B Eng (Hons) in Electrical &amp; Electronic Engineering</td>
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<tr>
<td>24</td>
<td>B Eng (Hons) in Electronic Engineering with Information Technology</td>
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<tr>
<td>25</td>
<td>B Eng (Hons) in Telecommunication Engineering</td>
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<tr>
<td>26</td>
<td>B Eng (Hons) in Mechatronic Engineering</td>
</tr>
</tbody>
</table>

**NAMA INSTITUSI : INSTITUT TEKNOLOGI MAKLUMAT ASIA PASIFIK**

**TAHAP PENGAJIAN : DIPLOMA SEPENUH MASA**

<table>
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<tr>
<th>No</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Diploma in Electrical &amp; Electronic Engineering</td>
</tr>
<tr>
<td>2</td>
<td>Diploma in Information Technology Management</td>
</tr>
</tbody>
</table>
IMPORTANT CHECKLIST BEFORE STUDENT CAN APPLY ONLINE

- PTPTN PIN number from Bank Simpanan Nasional
- CIMB Saving Account
- Student email address
- 2 guarantor – must be parent
- Parent particular (full name, IC number, EPF number, Income Tax number, income per month – gross & net pay after deduction must be the same as in the salary slip)
- SPM / STPM / UEC / A Level / Foundation (CGPA) / Diploma result (CGPA)
- Course Info – Diploma or Degree (kindly refer as above)
- Intake date – must be same with the offer letter
- Matriks No : Student ID No. eg TP012241

SUPPORTING DOCUMENTS – AFTER GETTING ONLINE PRE-APPROVAL

1) 2 duty stamps – RM10 each
2) Student’s IC copy (front and back in one page)
3) Parent’s IC copy (front and back in one page)
4) Offer Letter – which will be prepared by UCTI PTPTN staff
5) SPM certificate – SPM slip can be use if not more than 2 years
6) STPM / UEC / A LEVEL / Foundation / Diploma Certificate & Transcripts (need completion letter if no certificate attached)
7) CIMB Account book / statement copy/ bank slip when opening CIMB account
8) Salary slip (latest) / Income Tax Form (latest)/ Kad Pesara or Borang Pengesahan Pendapatan (parent with no proof of income and if not working)
9) Death certificate or Letter from High Court if parent is missing in action
10) Copy of semester result (if application is made during 2nd semester of studies)

IMPORTANT: All supporting document must be in A4 size paper and certified true copy by the qualified UCTI officer.