

Fees Structure for Year 2011 Intake

CERTIFICATE IN COMMUNICATION DESIGN

| Semester | TUITION FEES (RM) |
|-----------------------------|---------------------|
| Semester 1 | RM 3,150.00 |
| Semester 2 | RM 3,150.00 |
| Semester 3 | RM 3,000.00 |
| Semester 4 | RM 3,600.00 |
| TUITION FEES (total) | RM 12,900.00 |

• The college reserves the right to change the above fee structure without any prior notice.

REGISTRATION PAYMENT SUMMARY

| | |
|---|--|
| a) Registration Fees | RM 300.00 (non-refundable) |
| b) Tuition Deposit | RM 700.00 (non-refundable upon the student's registration) |
| Total payment upon registration | <u>RM 1,000.00</u> |
| c) Semester 1 : Year 1 fee | RM 3,150.00 |
| d) Resource Fees (per annum) | RM 1,100.00 (non-refundable) |
| e) Security Deposit | RM 500.00 (refundable upon completion of course) |
| Less: Tuition Deposit (paid upon registration) | <u>(RM 700.00)</u> |
| Total initial payment before class commencement | <u>RM 4,050.00</u> |

COURSE COMMENCEMENT DATES

January Intake 2011 : 5 January 2011
 April Intake 2011 : 11 May 2011
 August Intake 2011 : 24 August 2011
 January Intake 2012 : 4 January 2012

Note: Dates are correct at the time of printing. The college reserves the right to change the date and will inform the students accordingly.

TERMS AND CONDITIONS (Malaysian Students)

FEES

- The Registration Fee (RM300) and Tuition Deposit (RM700) must be accompanied with the application form. Your admission application will only be processed upon the receipt of the payments and application form.
- The successful applicant is required to settle the First Semester's payment in full (within the date stipulated in the offer letter).
- The Registration Fees and Tuition Deposit are non-refundable and non-transferable.
- A surcharge of RM50 will be imposed if the fees are not paid within one week after the commencement date. Failure to pay fees may result in the student being barred from classes, examination and other facilities.
- For security reasons, please DO NOT send in cash. Payment can be made via cheque* to **The One Academy of Communication Design Sdn. Bhd.** or
- Deposit to The One Academy of Communication Design Sdn Bhd via Malayan Banking Bhd A/C No: 012316-500133 (Please attach the original reference copy of the bank-in slip with the Application Form as a proof of payment.)

* Credit cards are allowed but subject to its Terms & Conditions.

WITHDRAWAL

1. Should a successful applicant decide to reject the offer, the paid registration fees and tuition deposit are neither refundable nor transferable.
2. Students who wish to withdraw from their studies must obtain an Application for Withdrawal Form from the Student Support Centre and attach with a written notification to the Registrar.
3. Please note that in the event that students fail to complete a course of study, the college is not obliged to refund any part of the fees paid.

CERTIFICATE APPLICATION CHECKLIST

The following documents are required before any processing:

- Complete Course Application Form
- Four recent colour passport - sized photographs with name written on the reverse.
(One to be pasted on the top right hand of your application form)
- A copy of Identity Card.
- A certified true copy of academic qualification.
The entry requirement for admission is pass SPM/O-level/UEC or equivalent (1 credit including a pass in English Language)
- A portfolio comprises of :
 - One landscape/still - life composition (colour drawing, any size)
 - One free composition (any media, any size)
- The original reference copy of the bank-in slip as a proof of payment for the non-refundable and non-transferable registration fees and tuition deposit (Registration Fee : RM300 & Tuition Deposit : RM 700)

Your documents and portfolios received will be assessed and you will be informed of the outcome in due course.

All documents and portfolios submitted will not be returned (Portfolios will be returned upon request only.)

Fees Structure for January 2011 Intake (International Students)

CERTIFICATE IN COMMUNICATION DESIGN

| Semester | Tuition Fees (RM) | Tuition Fees (USD) |
|-----------------------------|---------------------|---------------------|
| Semester 1 | RM 3,150.00 | USD 1,050.00 |
| Semester 2 | RM 3,150.00 | USD 1,050.00 |
| Semester 3 | RM 3,000.00 | USD 1,000.00 |
| Semester 4 | RM 3,600.00 | USD 1,200.00 |
| TUITION FEES (total) | RM 12,900.00 | USD 4,300.00 |

Fees Applicable to International Students

| Item | Payable per student | Fees | |
|------|--|----------------------------------|-------------------------|
| 1 | Registration Fees (non-refundable) To be paid upon submission of application form. | RM 300 | USD 100 |
| 2 | Tuition Deposit (non-refundable upon the student's registration) To be paid upon submission of application form. | RM 700 | USD 233 |
| 3 | Tuition Fees To be paid once application is accepted. | RM 12,900 | USD 4,300 |
| 4 | Administration Fees To be paid once application is accepted. | RM 1,000 | USD 333 |
| 5 | International Student Support Fees (non-refundable) To be paid every semester. | RM 500 per semester | USD 167 per semester |
| 6 | Deposit for Personal Bond (refundable) A Personal Bond is applicable to all international students validated by the Malaysian Immigration Department. | refer to the Personal Bond Chart | |
| 7 | Security Deposit (refundable) A statutory requirement as a precautionary measure against unforeseen circumstances that may arise during the student's stay in the country. | RM 500 | USD 167 |
| 8 | Resource Fees (non-refundable) | RM 1,100 | USD 367 |
| 9 | International Students Insurance | RM 700 | USD 233 |

Personal Bond

| COUNTRY | RATE | COUNTRY | RATE | COUNTRY | RATE |
|--------------|--------------------------|-----------|--------------------------|----------------|--------------------------|
| Africa | RM 1,500.00 (USD 500.00) | India | RM 750.00 (USD 250.00) | Portugal C.I | RM 1,500.00 (USD 500.00) |
| Arab Saudi | RM 1,500.00 (USD 500.00) | Hong Kong | RM 1,000.00 (USD 333.00) | Pakistan | RM 750.00 (USD 250.00) |
| Australia | RM 1,500.00 (USD 500.00) | Iran/Iraq | RM 1,500.00 (USD 500.00) | Sri Lanka | RM 750.00 (USD 250.00) |
| Bangladesh | RM 750.00 (USD 250.00) | Japan | RM 1,000.00 (USD 333.00) | Taiwan | RM 750.00 (USD 250.00) |
| British C.I. | RM 1,500.00 (USD 500.00) | Indonesia | RM 500.00 (USD 167.00) | Singapore | RM 200.00 (USD 67.00) |
| Brunei | RM 1,500.00 (USD 500.00) | Canada | RM 2,000.00 (USD 667.00) | Tunisia | RM 1,500.00 (USD 500.00) |
| China | RM 1,500.00 (USD 500.00) | Korea | RM 1,000.00 (USD 333.00) | United Kingdom | RM 1,500.00 (USD 500.00) |
| Europe | RM 1,500.00 (USD 500.00) | Macau | RM 1,000.00 (USD 333.00) | U.S.A | RM 2,000.00 (USD 667.00) |
| Germany | RM 1,500.00 (USD 500.00) | Nepal | RM 750.00 (USD 250.00) | Thailand | RM 300.00 (USD 100.00) |
| Philippines | RM 750.00 (USD 250.00) | Myanmar | RM 750.00 (USD 250.00) | Vietnam | RM 1,500.00 (USD 500.00) |

Note: RM1,500 (USD500) is applicable for countries not stated above.

* The college reserves the right to change the above fee structure without any prior notice.

* English Course book and art materials are not included in the tuition fees.

COURSE COMMENCEMENT DATES

| | |
|---|--------------------------------------|
| } | January Intake 2011 : 5 January 2011 |
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| | January Intake 2012 : 4 January 2012 |

Note: Dates are correct at the time of printing. The college reserves the right to change the date and will inform the students accordingly.

ENQUIRIES

Please address your enquiries to:

The Registrar, The One Academy of Communication Design

28 Jalan PJS 11/28A, Bandar Sunway, 46150 Petaling Jaya, Selangor Darul Ehsan,

Malaysia. Tel: 603-5637 5510 Fax: 603-5637 5508/5621 1716

E-mail: enquiry@toa.edu.my Website: www.toa.edu.my

Office hours: 9am – 5.30pm (Mon – Fri), 9am – 1pm (Sat)

TERMS AND CONDITIONS

FEES

1. All fees are based on Ringgit Malaysia (RM). The USD figures shown here only serve as an approximate guide for the estimation of online payment from overseas. Please refer to the latest currency/foreign exchange rates for accuracy.
2. The Registration Fees and Tuition Deposit must be sent together with the Application Form. Your admission application will only be processed upon the receipt of the payments and application form.
3. The successful applicant is required to settle the payment in full (semester 1– semester 4)* together with the AXA Group Hospital & Surgical And Personal Accident Insurance payments to the college.
4. Registration Fees and Tuition Deposit are non-refundable and non-transferable.
5. For security reasons, please DO NOT send in cash. Payment can be made by telegraphic transfer to
The One Academy of Communication Design Sdn. Bhd. via Malayan Banking Berhad at the following address:
Address : 30 - 32, Jalan PJS 11/28A, Bandar Sunway,
46150 Petaling Jaya, Selangor, Malaysia
Account No : 012316 - 500133
Swift Code : MBBEMYKL

* Inclusive of all fees applicable to International Students. It is compulsory to attach the original reference copy of the payment slip together with the Application Form as a proof of payment.

WITHDRAWAL

1. Should a successful applicant decide to reject the offer, the paid registration fees and tuition deposit are neither refundable nor transferable.
2. Students who wish to withdraw from their studies must obtain an Application for Withdrawal Form from the Student Support Centre and attach with a written notification to the Registrar.
3. Please note that if a student fails to complete a course of study, the college is not obliged to refund any part of the fees paid.

CERTIFICATE APPLICATION CHECKLIST

The following documents are required before any processing:

- | | |
|---|--|
| <input type="checkbox"/> Complete Course Application Form | <input type="checkbox"/> The original reference copy of the telegraphic transfer slip as a proof of payment for non-refundable and non-transferable registration fees and tuition deposit. |
| <input type="checkbox"/> Six recent colour passport - sized photographs with name written on the reverse. (One to be pasted on the top right hand corner of your application form) | <input type="checkbox"/> Additional documents for transferring students: |
| <input type="checkbox"/> Two photocopies of Passport in A4 size (the whole booklet including all blank pages). | <input type="checkbox"/> A Release Letter from the previous college/university |
| <input type="checkbox"/> Two certified true copies of all academic qualifications. The minimum entry requirement for admission is one (1) credit in SPM/O' Level or equivalent. If the original documents are not in English, they must be translated and certified by an authorized body/embassy from your country. | <input type="checkbox"/> A certified true copy of the latest results and attendance record from the previous college/university |
| <input type="checkbox"/> A portfolio comprises of : <input type="checkbox"/> One landscape/still - life composition (colour drawing, any size) <input type="checkbox"/> One free composition (any media, any size) | <input type="checkbox"/> A certified true copy of the front cover page of passport and the latest student visa sticker |
| | <input type="checkbox"/> A valid student visa of at least 30 days/1 month availability prior to application for extension |
| | <input type="checkbox"/> A certified true copy of high school qualification achieved |
| | <input type="checkbox"/> A justification letter for transfer of institution from the previous college/university |

Your documents and portfolio received will be assessed and you will be informed of the outcome in due course.

All documents and portfolios submitted will not be returned (Portfolios will be returned upon request only.)