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| ubd1**Form Ex/NG-01 Application for Exchange / Non-Graduating Programme** |
| **Universiti Brunei Darussalam** |

Please return your completed form to the following address :-

# Office of Admissions and Student Records

Mezzanine Floor, Chancellor Hall Universiti Brunei Darussalam Jalan Tungku Link

Gadong, BE 1410

# NEGARA BRUNEI DARUSSALAM.

Tel : +673-2-463001 Ext 1186/1194/1196 Fax : 673-2-460062

E-mail : [office.admission@ubd.edu.bn](mailto:office.admission@ubd.edu.bn) URL : [http://www.ubd.edu.bn](http://www.ubd.edu.bn/)

You are required to submit a set of the completed application includes: -

1. Completed application form (Ex/NG-01)
2. A copy of passport
3. Certified true copies of academic certificates, transcripts and English proficiency qualification
4. A security clearance letter from country of origin

# NOTE : Certified English Translation must be submitted for supporting documents that are not in the English Language. Online application is currently not available.

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| **SECTION 1 – PERSONAL DETAILS** |  |  | **[Please use BLOCK LETTERS]** | | | | | |  |  |
| Name (as appears in your passport) |  | | | | | | | | | |
| Title (please tick where appropriate) | Miss |  | Ms |  | Mrs |  | Mr |  | Dr |  |
| Date of Birth (dd/mm/yyyy) |  | | | | | | | | | |
| Gender |  | | | |  |  | | | |  |

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| **SECTION 2 – ADDRESS DETAILS** | **[Please use BLOCK LETTERS]** |
| **Contact Address (for Correspondence)** | |
| Address (Line 1) |  |
| Address (Line 2) |  |
| City, State/Province |  |
| Country |  |
| Postcode/Zip Code |  |
| Telephone (with country + area code) |  |
| E-mail address |  |
| **Permanent Home Address** | |
| Address (Line 1) |  |
| Address (Line 2) |  |
| City, State/Province |  |
| Country |  |
| Postcode/Zipcode |  |
| Telephone (with country + area code) |  |
| E-mail address |  |

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| **SECTION 3 – PERIOD OF STUDY / SOURCE OF FUNDING [Please tick the appropriate box]** | | | | | |
| **Semester I**  August - December |  | **Semester II**  January - June |  | **Full Year**  August-June |  |
| M.O.U Grant  (Waiver of Tuition Fees) |  | Self-Funding |  | Scholarship, please state : | |

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| **SECTION 4 – PASSPORT DETAILS** | **[Please use BLOCK LETTERS]** |
| Your passport must be valid for at least six months after the completion of this programme | |
| Passport Number |  |
| Place of Issue |  |
| Issue date (dd/mm/yyyy) |  |
| Expiration date (dd/mm/yyyy) |  |

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| **SECTION 5 – ENGLISH LANGUAGE PROFICIENCY** | | | |  | | | |
| IELTS score : |  | Test date : |  | TOEFL score : |  | Test Date : |  |
| GCE ‘O’ Level English Language, grade : | | |  | IGCSE English as a Second Language, grade : | | |  |
| Others, please state : | | | | | | | |

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| **SECTION 6 – DISABILITIES** | | **[Please tick the appropriate box]** | |
| **Please inform us of any disabilities that may necessitate special arrangements, facilitates or treatment. All information will be treated with the strictest confidence. Please tick the appropriate box(s).** | | | |
| Dyslexia |  | Visually Impaired/Partially Sighted |  |
| Hair Impairment |  | Wheelchair User/Mobility Difficulties |  |
| Personal Care Support |  | Multiple Disabilities |  |
| Unseen Disabilities, e.g. Diabetes |  |  |  |
| If you have a disability not listed above, please give brief details : | | | |
| If support is required, please give brief details : | | | |

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| **SECTION 7 – CURRENT / MOST RECENT EDUCATIONAL INSTITUTION** | **[Please use BLOCK LETTERS]** |
| Name of Current/Most Recent Institution |  |
| Month and Year of Entry (mm/yyyy) |  |
| Month and Year of Leaving (mm/yyyy) |  |
| Year of Study |  |
| Degree |  |
| Cumulative GPA |  |
| Major |  |
| Minor |  |

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| **SECTION 8 – HOW DID YOU HEAR ABOUT THIS PROGRAMME** | | **[Please tick the appropriate box(s)]** |  |
| University Prospectus |  | Higher Education Convention or Fair |  |
| UBD International Office |  | University Visit to your Institution |  |
| UBD Official Website |  | Family/Friends |  |
| Your School or Academic Department |  |  |  |
| Other, please specify : | | | |

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| **SECTION 9 – MODULE SELECTION** | | | | | | | | **[Please use BLOCK LETTERS]** | |
| **Please refer to the list of modules offered by each faculty at** [**www.ubd.edu.bn**](http://www.ubd.edu.bn/) | | | | | | | | | |
| **Semester I (August – December)** | | | | | | | | | |
| **Module Code (e.g. AA-1201)** | | | | | | | **Modular Credit** | **Title** | **Core**  **(Please Circle)** |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
| **Semester II (January – June)** | | | | | | | | | |
| **Module Code (e.g. AA-1201)** | | | | | | | **Modular Credit** | **Title** | **Core**  **(Please circle)** |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
|  |  | **-** |  |  |  |  |  |  | Yes / No |
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| **SECTION 10 – REFEREE DETAILS** | **[Please use BLOCK LETTERS]** |
| **Applicant must provide one academic reference (e.g. professor) to support your application and who is able to assess whether Exchange/Study Abroad is suitable for you. Please attach the letter of reference from the Referee to this application.** | |
| Name |  |
| Occupation/Relationship to Applicant |  |
| Address (Line 1) |  |
| Address (Line 2) |  |
| City, State/Province |  |
| Country |  |
| Postcode/Zipcode |  |
| Telephone (with country + area code) |  |
| E-mail address |  |

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| **SECTION 11 – CRIMINAL CONVICTIONS** | **[Please tick the appropriate box]** | | | |  |
| If you have a relevant criminal conviction, please tick the box | | | | |  |
| Have you previously been refused admission to study, or continuation of study, other than on academic grounds? | | Yes |  | No |  |

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| **SECTION 12 – PERSONAL STATEMENT & DECLARATION** | |
| **Please enter below a personal statement by yourself which could include details of your aptitude for study; details of any relevant practical experience, responsibilities, or previous study abroad or exchange; outside interest; reasons for wishing to study at the Universiti Brunei Darussalam; reasons for wishing to visit Brunei, etc. [Please continue on a separate sheet if necessary]** | |
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| **DECLARATION** | |
| **I certify that the information given in this application is correct and complete. If I am admitted to the University I undertake to observe the University’s Regulations and to ensure payment of tuition fees and other financial liabilities to the University. I agree that the Universiti Brunei Darussalam may process personal data contained in this form, or other date that the University may obtained from me or other people whilst I am an applicant and student, for purposes connected with my application or for any other legitimate reason** | |
| **Signature of Applicant :** | **Date :** |