



Required documents for MSEF SIYUAN Scholarship
思源奖助学金之申请表（所需文件）

Attachment 1: Document checklist
附件 1: 文件清单

Part I: Applicant/Student Information 第一部分：申请人/学生资料	
	Copy of applicant's identity card (both side) 申请人身份证副本（双面）
	Applicant's passport size photo (most recent) 申请人近期彩色近照（护照尺寸）
	Latest academic transcript (including SPM, STPM/A level/UEC or equivalent qualification) 最新成绩单（包括SPM、STPM/A level/UEC/ 相同受认证的考试文凭）
	Extra-curricular activity reports and certificates (Please list the most recent to the oldest and indicate period of achievement, e.g. Achievement during Secondary School) 课外活动报告与证书（请以最近至最久排列，并列明什么时期，如“中学时期”）
	Autobiography: Reason(s) of your application (focus on family background), reason(s) for choosing this course, and opinion about “give back to the community”. 自传：为什么选择申请这个奖助学金（请详述家庭背景）？为什么选择这个科系？请问你对回馈社会有什么想法？
	Secondary school class teacher, Alma mater principal, Department head's recommendation letter (optional) 中学班主任或母校校长或系主任推荐信（如有）
Part II: Family Information 第二部分：家庭资料	
	Copy of parents'/guardian's identity card (both side) 父母/监护人身份证副本（前后）
	Copy of parents'/guardian's latest payslip: Yearly Remuneration Statement (EA Form) or Annual Income Tax Statement (B/BE Form) (preferred), or latest three-months' pay slip, or copy of KWSP statement, or declaration letter*) *Declaration letter must certify by “Jabatan Angkat Sumpah”. 父母/监护人最新收入证明副本：报税单（EA form）或所得税表格（B/BE form）为首选、或最新三个月的薪水单、或KWSP明细报表副本、或申报函* *须由宣誓官进行认证。
	Copies of 2 guarantor's identity card (both side)

	两位担保人（亲属和非亲属关系）大马身份证副本（前后）
	<p>Copies of 2 guarantor's latest payslip: Yearly Remuneration Statement (EA Form) or Annual Income Tax Statement (B/BE Form) (preferred), or latest three-months' pay slip, or copy of KWSP statement, or declaration letter*) *Declaration letter must certify by "Jabatan Angkat Sumpah".</p> <p>两位担保人最新收入证明副本：报税单（EA form）或所得税表格（B/BE form）为首选、或最新三个月的薪水单、或KWSP明细报表副本、或申报函* *须由宣誓官进行认证。</p>
	<p>Copy of other relevant documents, such as: divorce certificate, adoption/adoption certificate, OKU card, death certificate, medical documents etc.</p> <p>若有其他证明文件，如：离婚证明、收养/领养证明、OKU卡、死亡证明、医药证明等等。</p>
<p>Part III: Financial Situation 第三部分：财务状况</p>	
	<p>Copy of PTPTN and/or other scholarship / education loan / study grant / bursary statement</p> <p>国家高等教育基金局 贷学金及/或其它奖学金/教育贷款/求学资金/助学金明细报表副本</p>
	<p>Copy of the latest 3 months of water and electric bills (if you rent a house, you need to submit a lease agreement)</p> <p>最新三个月的水与电费单（若租用房子，需呈交租约文件）</p>
	<p>Home photos: indoor (living room, kitchen, bedroom), outdoor (front of house)</p> <p>住家照片：室内（客厅、厨房、睡房），室外（房子的正面）</p>
	<p>Photos of the vehicle owned by the family (front and back, visible with license plate and model)</p> <p>家人所拥有的交通工具的照片（正面和背面，可以看见车牌与型号）</p>
<p>Part IV: Form 第四部分：表格</p>	
	<p>MSEF SIYUAN Scholarship application form</p> <p>思源奖助学金申请表格</p>
	<p>Self-evaluation form</p> <p>自我评估表</p>
	<p>Morality evaluation form</p> <p>品德评估表</p>

Remark备注:

- If parent/s with no income, the sibling/s who supports the family will acted as guardian/s.
若家长无收入，负担家计的兄弟姐妹也被列为监护人。