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# SCHOLARSHIP

## APPLICATION FORM

Leaders with Impact Scholarship

Women in Science and Engineering Scholarship

### PERSONAL DETAILS (APPLICANT)

Full Name (as per NRIC/Passport):	
NRIC/Passport No:	
Contact No:	Email Address:
HWU Student ID:	Intake:
Programme Name:	

### FAMILY INFORMATION (applicable to Leaders with Impact Scholarship only)

Father's/Guardian's Name	
Total Household Income per Month	
Occupation	
Mother's/Guardian's Name	
Occupation	
Number of Children	<i>Details of siblings required. Please refer to Document Checklist.</i>

### DECLARATION AND ACCEPTANCE

I hereby apply for the selected scholarship to study at Heriot-Watt University Malaysia and agree to the terms and conditions of the scholarship that I will be undertaking when my application is successful.

I understand that the total tuition fees of the programme must be paid for before the commencement of the programme of study and at the beginning of every semester.

I consent to the processing of my personal information by the University as per parameters defined in the Malaysia Personal Data Protection Act 2010, UK General Data Protection Regulation (GDPR), the UK Data Protection Act 2018, the Regulation (EU) 2016/679 of the European Parliament and of the Council including any related laws and regulations currently in force or enacted hereafter for proper purposes of the institution.

I am also aware and agree that my personal information will be shared amongst Heriot-Watt University and other subsidiaries for the purpose of programme administration.

*(for students < 18 years old, consent of parent/guardian is needed here)*

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Applicant Name: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Applicant NRIC/Passport No: \_\_\_\_\_ Parent/Guardian NRIC/Passport No: \_\_\_\_\_

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### A. SCHOLARSHIP TERMS AND CONDITIONS (for all types of scholarships)

- 1 The scholarship recipient must be enrolled as a full-time student for the entire length of the programme that the student registered for at the time the scholarship was awarded, register for all courses according to the Heriot-Watt University Malaysia ("University") schedule, pass each registered course at the first attempt and complete the programme within the original time frame as stated in the offer letter and adhere to the terms and conditions as set out herein.
- 2 Scholarships are awarded in the form of a tuition fee waiver only. "Tuition fee" does not cover any other charges or fees such as registration fee, international student fees, resitting of examination fee, extension of studies fee and ancillary items required as part of the studies, including but not limited to books, graduation ceremony, final award/certificate, accommodation, student visa processing, sports, and living and other related costs, which shall be borne by the student.
- 3 The value of the scholarship granted will be deducted against the full tuition fees payable on a semester-by-semester basis.
- 4 Scholarship is not exchangeable for cash or other alternatives or transferable to other intake, programme or campuses.
- 5 The scholarship recipient shall not hold (concurrently) any other full scholarship from external parties. This excludes EPF withdrawals or loans from external financial agencies.
- 6 Other discounts, waiver or scholarship provided by the University will not apply during the tenure of the scholarship.
- 7 The scholarship recipient shall be a student ambassador for the University and contributing a minimum of ten (10) ambassador hours in the first year of studies.
- 8 The scholarship recipient is required to comply with all the University terms and conditions of admittance, regulations and policies.
- 9 The University reserves the right to involve scholarship recipients in interviews, advertisements, photography or other publicity activities for the purpose of promoting the University or any other purpose deemed fit by the University. The scholarship recipient assigns to the University any intellectual property or other rights that are created as part of this role. The scholarship recipient shall also provide the necessary consent to the University to use the personal data of the scholarship recipient for the activities as stated herein. "Personal data" shall be as defined in the Malaysia Personal Data Protection Act 2010, the General Data Protection Regulation (GDPR), the UK Data Protection Act 2018, the Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation) (EU GDPR) in so far as it remains applicable, and any other corresponding or equivalent national laws or regulations on in force and applicable.
- 10 The University reserves the absolute discretion and right to make any amendments to the terms and conditions of the scholarships as reflected herein including but not limited to the structure of the scholarship award, and the scholarship recipients shall be bound by the updated terms and conditions which is available on the University's website.
- 11 The University reserves the right to revoke the scholarship offered or awarded to students at their absolute discretion at any time. This includes when scholarship recipient discontinues studies (withdrawal from programme) for any reason whatsoever or if, scholarship recipients are found guilty of academic or disciplinary misconduct, or if the scholarship recipients fail to fulfil the requirements in the Student Ambassador Programme (including ambassador hours) stipulated in Paragraph 9 above.
- 12 All scholarships are awarded at point of entry to a foundation or undergraduate or postgraduate programme, whichever applicable. Point of entry refers to Semester 1 of a foundation programme or Semester 1 in Year 1 of an undergraduate or postgraduate programme. Scholarships for students who enrol with advance entry will be assessed on a case-by-case basis.
- 13 Unless otherwise stated, all scholarship recipients must achieve a minimum of Grade A (i.e., 70% average score) at first attempt in the academic year and the entire duration of study, failing which, the scholarship will be revoked with immediate effect and there shall be no continuation nor reinstatement thereafter.
- 14 Forecast results may be considered for the scholarship application, if official results are not available at the time of scholarship application, and the scholarship may be awarded conditionally based on the forecast results. The official results must be provided to the University's Admissions Office within one week of the official results release date, failing which, the University reserves the right to revoke the conditional award of the scholarship.
- 15 The official results must be equal to or better than the forecast results submitted for the scholarship application, failing which, the University reserves the right to revoke the conditional award of the scholarship or reduce the amount of the tuition fee waiver to be applied.
- 16 The decisions made by the University are final, and there are no avenues, processes or procedures for appeal.

### B. Additional Clauses for Women in Science and Engineering Scholarship (WISE)

- 1 Only shortlisted candidates will be invited for an interview by the scholarship selection panel. The University reserves the right to refuse any application at its absolute discretion, without the obligation to provide reasons for such refusal.
- 2 The University shall not refund the RM500 registration fee paid for students who withdraw from the selection process.
- 3 Scholarship recipients must achieve a minimum of 65% average score in the academic year and the entire duration of study, failing which, the scholarship will be revoked with immediate effect and there shall be no continuation nor reinstatement of the scholarship thereafter.
- 4 The University reserves the right to revoke the scholarship offered or awarded to students at their absolute discretion at any time. In the event of revocation, the students will be required to pay the full tuition fees from the date of revocation and the remainder of the programme. This includes when scholarship recipient discontinues studies (withdrawal from programme), scholarship recipients found guilty of academic or disciplinary misconduct. Upon revocation, students will be required to reimburse the total amount of the waived tuition fee in one lump sum to the University within four (4) weeks from the date of the revocation of the scholarship, failing which the University reserves the right to take all appropriate action to recover the amount from the students.

### C. Additional Clauses for Leaders with Impact Scholarship

- 1 Applicants must meet the application criteria stated below:
  - a) Entry requirement of HWUM programme.
  - b) Provide written proof of financial hardship and supporting documents.
- 2 Only shortlisted candidates will be invited for an interview by the scholarship selection panel. The University reserves the right to refuse any application at its absolute discretion without the obligation to disclose the reasons for such refusal.
- 3 Scholarship recipients are required to meet the predetermined academic progression criteria annually throughout the entirety of their study period. Failure to meet these criteria will result in the immediate revocation of the scholarship, with no opportunity for reinstatement or continuation of the scholarship thereafter.

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Students from a foundation programme who has achieved a minimum of Grade A (i.e., 70% average score) and who is enrolled in an undergraduate programme will be awarded a RM 12,500 scholarship per year for the entire duration of their undergraduate study, subject to them achieving a minimum of Grade A (i.e., 70% average score) in each academic year and the entire duration of study, failing which, the scholarship will be revoked with immediate effect and there shall be no continuation nor reinstatement thereafter.

### DOCUMENT CHECKLIST (FOR ALL SCHOLARSHIP AWARDS/SCHEMES)

#### WISE Scholarship applicant

- Completed application form
- Certified true copy of all academic results, transcripts and certificates
- Personal statement

Please tell us on a separate piece of paper in not more than 500 words:

- i. Why you wish to undertake the programme.
- ii. How you envisage this qualification to contribute to the future development of your career.
- iii. Why you should be selected for this scholarship.

- WISE Scholarship - A 1-minute video pitch outlining your passion for STEM and how your current experience will shape your role as a future leader in STEM-related careers for the next ten years. You are required to upload the video on Youtube as a private but shareable link.

#### Leaders with Impact Scholarship applicant

- Completed application form
- Certified true copy of all academic results, transcripts and certificates
- Personal statement

Please tell us on a separate piece of paper in not more than 500 words:

- i. Why you wish to undertake the programme.
- ii. How you envisage this qualification to contribute to the future development of your career.
- iii. Why you should be selected for this scholarship.

- Certified true copy of all academic results, transcripts and certificates
- EA form of applicant/spouse/parent(s)/guardian (if parent/guardian is retired, last EA form of pre-retirement is required)
- Income Tax B or BE form of applicant/spouse /parent(s)/guardian (if parent/guardian is not taxable, empty approved B or BE form is required)
- Pension card and pension statement (x 3 months) (if applicant/spouse/parent/guardian is a government sector retiree)
- EPF statement before and after retirement (if applicant/spouse/parent/guardian is a private sector retiree)
- Death certificate (if parent has passed away and the applicant is living with a single parent/guardian)
- Divorce certificate (if parents are legally divorced and the applicant is living with a single parent/guardian)
- A detailed comparison of monthly total household income against monthly expenses (attach and list copies of bills/bank statements as proof of each expense)
- Detailed forecast of cash flow while studying at HWUM (monthly allowance against monthly expenses; explain how you expect to finance your study if your forecast cash flow is negative)
- Details of siblings including full name, age, school/institution attended, total school/tuition fees, employment details (if applicable)
- Evidence of financial aid received from the government e.g. BSH

Note: Completed application form and all required documents must be submitted in digital format to [myscholarship@hw.ac.uk](mailto:myscholarship@hw.ac.uk).

You may be requested to provide additional evidence wherever relevant.

All submitted documents, including salary statement and income tax filing statement etc, will be accepted and treated with strict confidentiality by the University.

**FOR OFFICE USE ONLY**

Scholarship Scheme Approved:

- Leaders with Impact scholarship
- Women in Science and Engineering Scholarship

Received and verified by  
Marketing and Student Recruitment

\_\_\_\_\_  
Name:  
Date:

Processed by  
Scholarship and Financial Aid Unit

\_\_\_\_\_  
Name:  
Date: