

REGISTRATION FOR EXTERNAL EXAMINATION (PRIVATE CANDIDATE)

LCCI DECEMBER 2019 SERIES EXAMINATION
CLOSING DATE : 3 OCTOBER 2019


CANDIDATE PARTICULAR (Complete all information & in BLOCK Capitals)

Name (as per NRIC) :		NRIC (attach NRIC copy) :	
Nationality :		Gender :	
Mobile No. :		Email Address :	
Mailing Address :			
Emergency Contact Name :			Emergency Contact No. :

LEVEL	SUBJECT CODE	SUBJECT TITLE	**FEE PER SUBJECT (RM) inc 6% GST	TOTAL RM
3	ASE20100	BUSINESS STATISTICS (2015 SYLLABUS)	230.00	
3	ASE20104	ACCOUNTING (2015 SYLLABUS)	230.00	
3	ASE20097	FINANCIAL ACCOUNTING (2015 SYLLABUS)	230.00	
3	ASE20098	COST & MANAGEMENT ACCOUNTING (2015 SYLLABUS)	230.00	
2	ASE20093	BOOK KEEPING AND ACCOUNTING (2015 SYLLABUS)	210.00	

	Sub Total	
	Administration Fee (Sub Total x 30%)	
	Grand Total	

** The above examination fees are subjected change without prior notice. Please refer to Pearson LCCI website for updated information.
 ** NOTE : Group Diploma Awards (Group Diploma in Accounting/Cost Accounting/Management Accounting) are only for Legacy Subjects
 ** NOTE : Diploma awards are only applicable for those taking at minimum 3 eligible subjects in this exam session

- Level 2 Diploma in Book-keeping and Accounting (Combination period : 6 months)-DIPBK2
- Level 3 Diploma in Accounting and Finance (Combination period: 12 months) - DIPAFI3
- Level 3 Group Diploma in Accounting (Combination period : 12 months) - DIPGACC3
- Level 3 Group Diploma in Cost and Management Accounting (Combination period : 12 months) : DIPGCMA3
- Level 4 Diploma in Accounting & Finance (Combination period : 18 months) : DIPAFI

Payment Mode:

Direct Deposit to SC COLLEGE SDN.BHD. Account No: UOB 161-303-885-5

- * Please submit the copy of Bank-Slip together with your exam Registration Form to SC COLLEGE Office.
- * Please write your Full Name and NRIC No. at the front of the Bank-Slip for payment proof.
- * Registration form submitted without attachment of Bank-Slip payment proof deemed as incomplete and will not be processed.
- * An official Receipt will be issued via email within 7 working days.

TERMS & CONDITIONS

1. All fees paid ARE NON-REFUNDABLE and NON-TRANSFERABLE.
2. If candidate subsequently withdraw from the examinations, no refund will be given.
3. All forms and documents must be submitted to SC College Office strictly according to Closing Date stated in this form. Any late submission will not be entertained. The respective candidate will need to wait for next opening date for external examination registration.
4. Please ensure that you have chosen the correct subject(s) for external examination registration. No amendment will be allowed after the Examination Registration Form has been submitted to SC Office.
5. A photocopy of National Registration Identity Card (NRIC) must be submitted together with this form.

6. Please paste a copy of passport size photo in the box provided at the top of the form.
7. An email confirmation on examination registration details will be sent to candidate by SC College within two (2) working days upon submission of registration form. The candidate is required to confirm the details via replying the email within 24 hours. No response and / or no reply from the candidate will be deemed as the candidate is agreed on the examination registration details and thus SC College and will proceed with the submission to Pearson LCCI.
8. Examination Timetable will be emailed to the email address provided in the Registration Form.
9. Examination docket will be emailed to candidate's email address provided in this form approximately fourteen (14) days before examination start date. If you do not receive your examination docket, please contact Student Management & Administration Department @ SC College Office at +04 7318333. It is the own responsibility of private candidate to print out and bring examination docket to examination hall.
10. Notification of certificates / results slips collection will be notified by email or various forms or notifications. disposed of after one (1) year. Please bring an authorized letter if family members or friends will collect certificates / result slip on behalf of the candidates.
12. Minimum numbers of candidates for the examination are 10 persons registered through the college. Students are required to pay a surcharge of Ringgit Malaysia Thirty (RM30) per candidate is chargeable on the number of shortfall of candidates should the quantity is less than 10 for the exam registration.

Candidate Declaration and Agreement

I declare that all information given in this form is accurate and complete and I agree to conform to the related Rules and Regulations of SC college and note that related information may be used for marketing purposes.

Name of Candidate : _____
 Date : _____ Signature of Candidate : _____

For office use only

Receipt No. : _____ Receipt Date : _____
 Verified by : _____

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