



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

URL : <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.

SECTION 1 - PERSONAL DETAILS		[Please use BLOCK LETTERS]								
Name (as appears in your passport)										
Title (please tick where appropriate)	Miss	<input type="checkbox"/>	Ms	<input type="checkbox"/>	Mrs	<input type="checkbox"/>	Mr	<input type="checkbox"/>	Dr	<input type="checkbox"/>
Date of Birth (dd/mm/yyyy)										
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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									

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 :

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)	

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

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 :			

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			

SECTION 10 – REFEREE DETAILS	[Please use BLOCK LETTERS]
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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	

SECTION 11 – CRIMINAL CONVICTIONS	[Please tick the appropriate box]
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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	

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]

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 data 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 :
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