



**DOSSIER DE CANDIDATURE MASTER IUP  
MANAGEMENT ET TOURISM INGENIERIE DES INDUSTRIES  
DU TOURISME  
APPLICATION FORM  
PROFESSIONAL MASTER IN INTERNATIONAL TOURISM & HOSPITALITY  
MANAGEMENT**

TAYLOR'S  
COLLEGE



Wisdom • Integrity • Excellence

SCHOOL OF HOSPITALITY AND TOURISM

**Address:** Block C, Leisure  
Commerce Square, 9 Jln PJS  
8/9, 46150, Petaling Jaya,  
Selangor Darul Ehsan.  
**Tel :** (603) 7877 9777  
**Fax :** (603) 7877 0077

Nom: <i>Surname</i>
Prénom: <i>Name</i>

Réservé au CETIA  
*For administration*

No Dossier  
*File No*

PHOTO

**ANNÉE UNIVERSITAIRE 2009/2010**  
Academic Year 2009/2010

**ETAT CIVIL**

*Personal Details*

<b>Situation de famille</b> <i>Marital status</i>	<b>Nombre d'enfants</b> <i>Number of children</i>
<b>Date de naissance:</b> <i>Date of birth</i>	<b>Nationalité:</b> <i>Nationality</i>
<b>Lieu de naissance:</b> <i>Place of birth</i>	
<b>Adresse des parents:</b> <i>Permanent address</i>	<b>Téléphone:</b> <i>Telephone</i> <i>Email</i>
<b>Adresse où l'on peut vous laisser un message</b> <i>Current address/Valid until/Telephone number</i>	

UFR des LANGUES  
Département CETIA  
IUP – Hôtellerie - Tourism

**CETIA**



TELEPHONE: 05 61 50 42 30  
TELECOPIE 05 61 50 41 28

INTERNATIONAL  
TEL: 00 33 5 61 50 42 30  
Fax 00 33 5 61 50 41 28

5, ALLEES ANTONIO-  
MACHADO  
F-31058 TOULOUSE CEDEX1

MINITEL 36 16 CODE UTM  
INTERNET:  
<http://www.univ-tlse2.fr>

**DIPLÔMES**

**Academic qualifications**

<b>BAC ou équivalent (1)</b> <i>A level or equivalent (1)</i>	<b>obtenu en 19</b> <i>Year of Award</i>
<b>Diplôme BAC + 3 (1)</b> <i>Bachelor degree or equivalent (1)</i>	<b>obtenu en 19</b> <i>Year of Award</i>
Préciser l'intitulé <i>Specify the specialization</i>	

**SITUATION AVANT 2009***STATUS BEFORE 2009***ETUDES**

Détaillez votre cursus scolaire et précisez les diplômes obtenus, l'année, le lieu  
(Ex: BTH, option restauration, 1987, Lycée Hôtelier X)

**STUDIES**

*Details of your academic background. Precise Certificate/Diploma obtained, the year and name of the institution (Please attach certified copies)(e.g. Higher Diploma (BTS), Restaurant Trade specialization, 1998, College X )*

<b>Diplômes obtenus</b> <i>Qualifications Obtained</i>	<b>Année</b> <i>Year</i>	<b>Lieu</b> <i>Name of institution</i>

**FORMATION(S) ET EXPERIENCE(S) PROFESSIONNELLE(S)**

(Emplois réguliers, stages, emplois saisonniers, etc.)

**PROFESSIONAL EXPERIENCE**

*Regular employment, training placements, temporary employment , etc. (Please attach certified copies of testimonials)*

<b>Nature de l'emploi et responsabilités</b> <i>Nature of job, responsibilities</i>	<b>Année</b> <i>Year</i>	<b>Lieu</b> <i>Employer</i>

**SITUATION EN 2009**  
*STATUS IN 2009*

**Demandeur d'emploi**

*Unemployed*

**Etudiant** (précisez la nature de vos études, niveau, lieu – Ex.: DEUG, DUT, etc.)

Student (Please provide the nature of the course, year, level and institution. Please attach certified copies of relevant documents).

<b>Dénomination/Diplômes préparés</b> <i>Name of course</i>	<b>Niveau</b> <i>Level</i>	<b>Lieu</b> <i>Name of institution</i>

**Professional**

*Professional (Please attach letter of employment )*

<b>Fonction</b> <i>Position</i>
<b>Employeur</b> <i>Employer</i>
<b>Adresse et téléphone</b> <i>Address and telephone</i>

**LANGUES ETRANGERES ETUDIEES (2 AU MINIMUM)**  
**LANGUAGES (MINIMUM 2)**

<b>Langues</b> <b>Languages</b>	<b>Oral (note dernier diplôme)</b> <i>Spoken (grade obtained, if available during your last examination)</i>	<b>Ecrit (note dernier diplôme)</b> <i>Written (grade obtained, if available during your last examination)</i>
English (Compulsory)		

**Centres d'intérêt (Loisirs, sports, etc.)**

*Other interests (Leisure, sports, hobbies, etc.)*





## TERMS AND CONDITIONS

### ENCLOSURES (Required documents)

- Application Form
- Registration Fee for local and international students must accompany all applications.
- Passport size photographs – 2 copies for Malaysian students, 8 copies for international students
- Photocopy of NRIC / Passport ( all pages, 3 sets)
- Certified true copies of previous transcripts and certificates from O level onwards
- Photocopy of industrial training appraisal forms and testimonial of work.
- One recommendation letter signed by previous head of school.
- School Leaving Certificate / testimonials
- If financed by scholarship / study loan, please attach documentary evidence.

#### Notes :-

- Please note that your application will not be processed without the above required documents.
- The completed forms may be posted to : Taylor's College, School of Hospitality and Tourism – Blk C, Leisure Commerce Square, 9, Jln PJS 8/9, 46150 Petaling Jaya, Selangor Darul Ehsan.
- Please DO NOT send CASH through the post. Taylor's College, School of Hospitality and Tourism will not be responsible for the loss of the cash or any other eventualities arising from the mailing of cash. Cheques, Bankdrafts, Money/Postal Orders to be made payable to **"Taylor's School of Hotel Management Sdn Bhd"**.
- Fees quoted in USD will be revised as and when the need arises from the fluctuation of the currency exchange rate.

### CONDITIONS

1. Fees for the academic year are as set out in the Fee Schedule. Fees are to be paid on semester basis.
2. Fees paid are neither refundable nor transferable, except in the circumstances set out below and provided that a request in writing for such refund is received by the Head of Department. Any refund of fees or part thereof, is subject to the following :
  - a) If a student withdraws from the programme before the commencement of the semester, an amount not exceeding 70% of all fees (except Registration Fee ,ie Taylor's and UOT) paid is refundable.
  - b) If a student withdraws from the programme within the first two weeks after the commencement of the semester, an amount not exceeding 50% of all fees (except Registration Fee, ie Taylor's and UOT), paid is refundable.
  - c) There will be no refund of fees if a student withdraws after the second week of the commencement of the semester.
3. All fees due for each semester must be fully paid before or by the start date of the semester. An administrative charge of RM50.00 per week will be imposed commencing from the third week of the semester, up to a maximum of RM150, if payment is not received by the specified due date for each week or part thereof delayed. The college reserves the right to review the status of the student and to take such necessary action as the College deems fit if payment is not received by the end of the fifth week of the semester. Such action may include the suspension or termination of the student.

4. In the event that the College cannot accept a student for enrolment due to the fault of the College, all fees paid will be refunded in full.
5. In the event that a student is expelled from the College or leaves the College due to disciplinary/academic misconduct, there shall be no refund of fees paid except refundable deposits.
6. Refunds will be made in the name of the student.
7. All refunds whether of fees, deposits or whatsoever payments, shall be free of interest and shall be subject to the right of set off by the College against any fees or whatsoever payments due and owing to the College.
8. Students must abide by all academic, administrative and examination rules and regulations and policies of the College.
9. The College reserves the right to use a student's personal information in any publicity and/or promotion exercise of the College. The scope of usage of this information may include the publishing of good examination results, the award of a prize or scholarship, any achievement academic or otherwise and the granting of access to his/her information by the Taylor's College Alumni Association.
10. All claims for refund of any moneys (whether fees, deposits or whatsoever payments) shall be made within one (1) year from the date. The relevant student ceases to be a student of the College, failing which the amount thereof shall accrue in favour of the College and henceforth the right to so claim shall automatically cease. The College shall be entitled to transfer the said money into a separate account/fund and apply the same for whatsoever purpose deems fit by the College. All money refundable under the conditions under the conditions hereof shall be claimed by the student's/parent/guardian/sponsor within one (1) year from the date student ceases to be a student of the College, failing which the College shall be entitled to transfer the said money into a separate account/fund and be applied for whatsoever purposes deem fit by the College and further henceforth the parent/guardian/sponsor shall have no claim in respect of such money whatsoever.

## DECLARATION AND SIGNATURE

### Applicant

I hereby declare that all information in this form is complete and correct. I further agree to:

- Abide by the Taylor's College School of Hospitality and Tourism all academic, administrative and examination policies, rules and regulations at all times.
- Accept that the Taylor's College School of Hospitality and Tourism reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incomplete or incorrect information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date : Day/ Month / Year

### Applicable to Students who are not self – financed

Parent / Guardian / Sponsor

I hereby agree to pay all fees due on the dates stipulated by the Taylor's College School of Hospitality and Tourism. I have also read and agreed to the conditions of Enrolment as stated above.

Name of Parent/ Guardian / Sponsor : \_\_\_\_\_

NRIC / Passport No : \_\_\_\_\_ Relationship : € Parent € Guardian € Sponsor

Occupation : \_\_\_\_\_ Company : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_  
(Postcode)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(Country)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date : Day / Month / Year