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FORM 3-A APPLICATION TO PARTICIPATE IN FIP FOR PRE-TERTIARY SHORT SEMESTER, TRIMESTER 1F & UNDERGRADUATE SEMESTER 2, 2024 ONLY

A new application is required each semester. If you wish to participate, complete all information and email the signed original **together with the first instalment** before due date to finance@curtin.edu.my or submit it to:

SUBMISSION DEADLINE:

Cashier's Office
 Ground Floor, Building Heron 1
 Curtin University, Malaysia
 CDT 250, 98008 Miri
 Sarawak

Degree Semester 2	– 19 July 2024
Diploma & Foundation Trimester 2F	– 12 July 2024
Diploma & Foundation Trimester 3F	– 27 September 2024

Student's Name	: _____	Student ID	: _____
Residential Address	: _____	Contact No 1	: _____
	_____	Contact No 2	: _____
	_____	E-Mail Address:	_____
Course	: _____		

I wish to participate in the Fee Instalment Plan (FIP) offered by the University subject to the terms and conditions imposed by the University.

I have read and fully understood, and agreed to the terms and conditions attached herewith governing the FIP. I hereby authorize the University to debit my account with the premium payable to the University for my participation in the FIP in addition to my total course fee for the semester.

I consent to the collection, use, processing, disclosure and retention by Curtin University and Curtin Malaysia of my personal data (and any sensitive personal data as defined by the Personal Data Protection Act 2010, where applicable) under the terms of Curtin University's Privacy Policy and the Personal Data Protection Act 2010 in Malaysia. (Please visit us at <http://www.curtin.edu.my/wp-content/uploads/2017/04/pdpa.pdf> to view our Personal Data Protection Notice in accordance to the Personal Data Protection Act 2010).

Signature: _____	Date: _____
Name: _____	
ID Number: _____	

Office Use Only:

Date Received:	DN Number:
Posted:	Posting Date:

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FEE INSTALMENT PLAN (FIP) FOR 2017 INTAKE - (PRE- TERTIARY AND UNDERGRADUATE)

Students can enroll in the FIP by submitting an FIP Application Form duly completed and signed. The FIP allows the students to pay their course fees plus the premium payable in 3 equal instalments within the duration of a semester.

Course	Approved Semester Fee	Instalments (inclusive of Premium)	Payment Due Date
Bachelor of Engineering	Total RM 14,848	1 st – RM 5,147.30 2 nd – RM 5,147.30 3 rd – RM 5,147.32 RM 15,441.92	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Applied Geology)	Total RM 14,900	1 st – RM 5,165.35 2 nd – RM 5,165.35 3 rd – RM 5,165.30 RM 15,496.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Technology	Total RM11,150	1 st – RM 3,865.35 2 nd – RM 3,865.35 3 rd – RM 3,865.30 RM 11,596.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Commerce Bachelor of Business Administration	Total RM10,956	1 st – RM 3,798.08 2 nd – RM 3,798.08 3 rd – RM 3,798.08 RM 11,394.24	19 July 2024 30 August 2024 30 September 2024
Bachelor of Arts (Mass Comm/Borneo Studies)	Total RM11,200	1 st – RM 3,882.70 2 nd – RM 3,882.70 3 rd – RM 3,882.60 RM 11,648.00	19 July 2024 30 August 2024 30 September 2024

*** This schedule is only applicable if you remain in same course.

FEE INSTALMENT PLAN (FIP) FOR 2018 to 2021 INTAKE - (PRE- TERTIARY AND UNDERGRADUATE)

Students can enroll in the FIP by submitting an FIP Application Form duly completed and signed. The FIP allows the students to pay their course fees plus the premium payable in 3 equal instalments within the duration of a semester.

Course	Approved Semester Fee	Instalments (inclusive of Premium)	Payment Due Date
Bachelor of Engineering	Total RM 14,848	1 st – RM 5,147.30 2 nd – RM 5,147.30 3 rd – RM 5,147.32 RM 15,441.92	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Applied Geology) Bachelor of Science (Psychological Science)	Total RM 14,900	1 st – RM 5,165.35 2 nd – RM 5,165.35 3 rd – RM 5,165.30 RM 15,496.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Health, Safety and Environment)	Total RM 14,583	1 st – RM 5,055.44 2 nd – RM 5,055.44 3 rd – RM 5,055.44 RM 15,166.32	19 July 2024 30 August 2024 30 September 2024
Bachelor of Computing	Total RM 14,132	1 st – RM 4,899.10 2 nd – RM 4,899.10 3 rd – RM 4,899.08 RM 14,697.28	19 July 2024 30 August 2024 30 September 2024
Bachelor of Applied Science (Construction Management)	Total RM 13,836	1 st – RM 4,796.48 2 nd – RM 4,796.48 3 rd – RM 4,796.48 RM 14,389.44	19 July 2024 30 August 2024 30 September 2024
Bachelor of Technology	Total RM11,150	1 st – RM 3,865.35 2 nd – RM 3,865.35 3 rd – RM 3,865.30 RM 11,596.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Commerce Bachelor of Business Administration Bachelor of Communications	Total RM11,200	1 st – RM 3,882.70 2 nd – RM 3,882.70 3 rd – RM 3,882.60 RM 11,648.00	19 July 2024 30 August 2024 30 September 2024

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FEE INSTALMENT PLAN (FIP) FOR 2022 to 2023 INTAKE - (PRE- TERTIARY AND UNDERGRADUATE)

Students can enroll in the FIP by submitting an FIP Application Form duly completed and signed. The FIP allows the students to pay their course fees plus the premium payable in 3 equal instalments within the duration of a semester.

Course	Approved Semester Fee	Instalments (inclusive of Premium)	Payment Due Date
Foundation in Arts & Commerce Foundation in Engineering & Science *Trimester 2F *Trimester commences 15 July 2024	Total RM8,550	1 st – RM 2,964.00 2 nd – RM 2,964.00 3 rd – RM 2,964.00 RM 8,892.00	12 July 2024 30 August 2024 30 September 2024
Foundation of Arts *Trimester 2F *Trimester commences 15 July 2024	Total RM7,984	1 st – RM 2,767.80 2 nd – RM 2,767.80 3 rd – RM 2,767.76 RM 8,303.36	12 July 2024 30 August 2024 30 September 2024
Diploma of Commerce Diploma of Media Studies *Trimester 2F *Trimester commences 15 July 2024	Total RM6,270	1 st – RM 2,173.60 2 nd – RM 2,173.60 3 rd – RM 2,173.60 RM 6,520.80	12 July 2024 30 August 2024 30 September 2024
Diploma of Information Technology *Trimester 2F *Trimester commences 15 July 2024	Total RM7,125	1 st – RM 2,470.00 2 nd – RM 2,470.00 3 rd – RM 2,470.00 RM 7410.00	12 July 2024 30 August 2024 30 September 2024
Bachelor of Engineering	Total RM14,848	1 st – RM 5,147.30 2 nd – RM 5,147.30 3 rd – RM 5,147.32 RM 15,441.92	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Applied Geology) Bachelor of Science (Psychological Science)	Total RM14,900	1 st – RM 5,165.35 2 nd – RM 5,165.35 3 rd – RM 5,165.30 RM 15,496.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Health, Safety and Environment)	Total RM14,583	1 st – RM 5,055.44 2 nd – RM 5,055.44 3 rd – RM 5,055.44 RM 15,166.32	19 July 2024 30 August 2024 30 September 2024
Bachelor of Computing	Total RM14,132	1 st – RM 4,899.10 2 nd – RM 4,899.10 3 rd – RM 4,899.08 RM 14,697.28	19 July 2024 30 August 2024 30 September 2024
Bachelor of Applied Science (Construction Management)	Total RM13,836	1 st – RM 4,796.48 2 nd – RM 4,796.48 3 rd – RM 4,796.48 RM 14,389.44	19 July 2024 30 August 2024 30 September 2024
Bachelor of Technology	Total RM11,150	1 st – RM 3,865.35 2 nd – RM 3,865.35 3 rd – RM 3,865.30 RM 11,596.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Commerce Bachelor of Business Administration Bachelor of Communications	Total RM11,200	1 st – RM 3,882.70 2 nd – RM 3,882.70 3 rd – RM 3,882.60 RM 11,648.00	19 July 2024 30 August 2024 30 September 2024
Foundation in Arts & Commerce Foundation in Engineering & Science *Trimester 3F *Trimester commences 30 September 2024	Total RM8,550	1 st – RM 2,964.00 2 nd – RM 2,964.00 3 rd – RM 2,964.00 RM 8,892.00	27 September 2024 30 October 2024 30 November 2024
Foundation of Arts *Trimester 3F *Trimester commences 30 September 2024	Total RM7,984	1 st – RM 2,767.80 2 nd – RM 2,767.80 3 rd – RM 2,767.76 RM 8,303.36	27 September 2024 30 October 2024 30 November 2024
Diploma of Commerce Diploma of Media Studies *Trimester 3F *Trimester commences 30 September 2024	Total RM6,270	1 st – RM 2,173.60 2 nd – RM 2,173.60 3 rd – RM 2,173.60 RM 6,520.80	27 September 2024 30 October 2024 30 November 2024
Diploma of Information Technology *Trimester 3F *Trimester commences 30 September 2024	Total RM7,125	1 st – RM 2,470.00 2 nd – RM 2,470.00 3 rd – RM 2,470.00 RM 7410.00	27 September 2024 30 October 2024 30 November 2024

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FEE INSTALMENT PLAN (FIP) FOR 2024 INTAKE - (PRE- TERTIARY AND UNDERGRADUATE)

Students can enroll in the FIP by submitting an FIP Application Form duly completed and signed. The FIP allows the students to pay their course fees plus the premium payable in 3 equal instalments within the duration of a semester.

Course	Approved Semester Fee	Instalments (inclusive of Premium)	Payment Due Date
Foundation in Arts & Commerce Foundation in Engineering & Science *Trimester 2F *Trimester commences 15 July 2024	Total RM9,400	1 st – RM 3,258.66 2 nd – RM 3,258.66 3 rd – RM 3,258.68 RM 9,776.00	12 July 2024 30 August 2024 30 September 2024
Diploma of Commerce Diploma of Media Studies *Trimester 2F *Trimester commences 15 July 2024	Total RM6,270	1 st – RM 2,173.60 2 nd – RM 2,173.60 3 rd – RM 2,173.60 RM 6,520.80	12 July 2024 30 August 2024 30 September 2024
Diploma of Information Technology Diploma in Aquaculture *Trimester 2F *Trimester commences 15 July 2024	Total RM7,125	1 st – RM 2,470.00 2 nd – RM 2,470.00 3 rd – RM 2,470.00 RM 7410.00	12 July 2024 30 August 2024 30 September 2024
Bachelor of Engineering	Total RM14,848	1 st – RM 5,147.30 2 nd – RM 5,147.30 3 rd – RM 5,147.32 RM 15,441.92	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Applied Geology) Bachelor of Science (Psychological Science)	Total RM14,900	1 st – RM 5,165.35 2 nd – RM 5,165.35 3 rd – RM 5,165.30 RM 15,496.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Science (Health, Safety and Environment)	Total RM14,583	1 st – RM 5,055.44 2 nd – RM 5,055.44 3 rd – RM 5,055.44 RM 15,166.32	19 July 2024 30 August 2024 30 September 2024
Bachelor of Computing	Total RM14,132	1 st – RM 4,899.10 2 nd – RM 4,899.10 3 rd – RM 4,899.08 RM 14,697.28	19 July 2024 30 August 2024 30 September 2024
Bachelor of Applied Science (Construction Management)	Total RM13,836	1 st – RM 4,796.48 2 nd – RM 4,796.48 3 rd – RM 4,796.48 RM 14,389.44	19 July 2024 30 August 2024 30 September 2024
Bachelor of Technology	Total RM11,150	1 st – RM 3,865.35 2 nd – RM 3,865.35 3 rd – RM 3,865.30 RM 11,596.00	19 July 2024 30 August 2024 30 September 2024
Bachelor of Commerce Bachelor of Business Administration Bachelor of Communications	Total RM11,200	1 st – RM 3,882.70 2 nd – RM 3,882.70 3 rd – RM 3,882.60 RM 11,648.00	19 July 2024 30 August 2024 30 September 2024
Foundation in Arts & Commerce Foundation in Engineering & Science *Trimester 3F *Trimester commences 30 September 2024	Total RM9,400	1 st – RM 3,258.66 2 nd – RM 3,258.66 3 rd – RM 3,258.68 RM 9,776.00	27 September 2024 30 October 2024 30 November 2024
Diploma of Commerce Diploma of Media Studies *Trimester 3F *Trimester commences 30 September 2024	Total RM6,270	1 st – RM 2,173.60 2 nd – RM 2,173.60 3 rd – RM 2,173.60 RM 6,520.80	27 September 2024 30 October 2024 30 November 2024
Diploma of Information Technology Diploma in Aquaculture *Trimester 3F *Trimester commences 30 September 2024	Total RM7,125	1 st – RM 2,470.00 2 nd – RM 2,470.00 3 rd – RM 2,470.00 RM 7410.00	27 September 2024 30 October 2024 30 November 2024

*** This schedule is only applicable if you remain in same course.

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Terms and conditions:

1. Fee Instalment Plan (FIP) is offered to both Malaysian students (new and current) and International students (current only), who are not scholarship holders, for all courses except HDR and IEP programs. and open for application until:

Degree Semester 2 – **19 July 2024**
Diploma & Foundation Trimester 2F – **12 July 2024**
Diploma & Foundation Trimester 3F – **27 September 2024**

The University shall levy a premium of 4% of the total course fee per semester if students wish to participate in FIP. Students' account with the University shall be debited with the said premium once FIP application is accepted by the University. The rate of premium maybe changed from time to time at the absolute discretion of the University.

2. Students' course fees (excluding MPU units) plus premium are to be paid in 3 equal instalments within the duration of a semester. The FIP participation is only accepted by the University if the **1st instalment** has been paid no later than the application due date or upon submission of the FIP form.
3. The said premium amount may be adjusted (increased or reduced) in the event of any addition / dropping of subjects within the specified deadlines published by the Student Services of the University.
4. MPU/MOHE units (applicable for Diploma & Undergraduate Degree students) are not included in the FIP and must be paid before the payment due date or late payment penalty (RM150 for Diploma & RM200 for Degree) will be imposed by the University.
5. Past due charges from a previous semester cannot be included in the current FIP.
6. An additional late payment penalty of RM150 (Foundation & Diploma) or RM200 (Degree) per instalment will be imposed by the University for instalment received after the due date. At the same time, access to certain campus facilities may also be barred including access to results and academic transcripts if students' account remains outstanding.
7. Prior participation – A new application must be submitted every semester. Participation in FIP does not carry over from semester to semester. Student must apply for the FIP every semester.
8. The University reserves the rights to review and alter any terms and conditions herein from time to time at the absolute discretion of the University.
9. The University reserves the right to terminate or end the FIP at any time the University deems fit and in the event that University decides to terminate or end the FIP, all outstanding fees become payable forthwith without any notice or demand to students and students must forthwith and immediately pay all outstanding to the University.

Should you have any enquiry regarding the plan, please contact us at finance@curtin.edu.my or +6 085-630021.