

# PTPTN (Kuching Campus)

## Student Affairs & Alumni

### International Office

Level 3, UCSI University, Kuching Campus

PIC : Ms Ting Nyik Eing

Tel : 082-596965 ext. 4052

Email : tingne@ucsiuniversity.edu.my

## 1. Programmes Eligible for a PTPTN Loan

Programme (PTPTN Code)

- Diploma in Hotel Management (B9513)
- Diploma in Culinary Arts (C2767)
- Diploma in Leisure Management (C8820)
- Diploma in International Business (B1952)
- B.A (Hons) in Commerce (B9514)
- B.A (Hons) in Event & Tourism Management (B9510)
- B.A (Hons) in Hospitality Management (B9508)
- B.Com (Hons) in Marketing (D2262)
- B.Com (Hons) in Accounting and Finance (D2263)
- B.Com (Hons) in Actuarial Studies (D3048)

## 2. PTPTN Briefing

Applicants must attend briefing as in the schedule below. The briefing includes a step-by step guidance on how to apply for a PTPTN loan and the guidelines to complete PTPTN Agreement Documents.

Intakes / Month	Date	Venue	Time
Jan 2019	2 January 2019	International Office, Level 3, UCSI University, Kuching Campus	4:00pm
May 2019	2 May 2019		
Sept 2019	3 September 2019		

The PTPTN Briefing date and venue are subject to change. Please check your Student Email regularly for any updated information.

## 3. Application and Checking of Documents

Applicants are required to print out a copy of online application form with full details to **Ms. Ting Nyik Eing** for verification before submission to PTPTN via online.

Dates for online application submissions to UCSI University Kuching Campus, on Monday – Friday, 3:00pm – 5:00pm:

- **3 Jan – 30 May 2019**
- **8 Feb – 28 Feb 2019**
- **3 May – 30 May 2019**
- **7 June – 28 June 2019**
- **3 Sept – 27 Sept 2019**
- **3 Oct – 30 Oct 2019**

#### 4. Agreement Submission Deadline

All loan applications (online application) must be forwarded by applicants to PTPTN for processing

**BEFORE THE FOLLOWING DATES:**

- **30 Jan 2019**
  - **28 Feb 2019**
  - **30 May 2019**
  - **28 June 2019**
  - **27 Sept 2019**
  - **30 Oct 2019**
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- Applicants will be notified of the status of their application (Approved / Rejected) e-mail on the sixth (6th) working days after the application deadline.
  - Applicants may check the application status in the PTPTN Portal too.
  - Please contact Ms. Ting if there is no notification regarding application status.
  - For applicants who are applying PTPTN during the second semester or onwards, you may apply for PTPTN online application but kindly be noted that you will not get full loan disbursement amount.

After loan been approved by PTPTN, applicants are required to print two sets of the loan agreement and one copy of UCSI Offer Letter (**A4, 80grams paper and single sided only**)

The loan agreement will be expired if the agreement did not reach PTPTN office within the stipulated deadline (14 days from the approval date). Failure to do so, applicant is required to re-apply the PTPTN loan. Thus, it is important that all applicants must submit their documents listed below to Ms. Ting for verification and submission within 10 days from the approval date. The documents include:

- **Photocopy of Letter of Acceptance / Offer Letter from UCSI University**
- **1 set of Printed Applicant Details from PTPTN website (CETAK MAKLUMAT – Maklumat Permohonan Pembiayaan)**
- **2 sets of Loan Agreement (Surat Tawaran)**
- **2 pieces of SETEM HASIL (RM10 each)**

The above-mentioned documents must submit to Ms Ting by **15 Feb 2019, 15 Mar 2019, 14 June 2019, 15 July 2019, 15 Oct 2019** or **15 Nov 2019** respectively.

#### 5. BSN / PTPTN

The PIN number can be purchased from Bank Simpanan Nasional (BSN) for RM5.00 (valid for 6 months ONLY). Please keep the receipt for website log-in purposes. Should there be any difficulty in logging-in or in resetting the password, please contact:

Pejabat PTPTN Negeri Sarawak Lot 519, No.15-1, KTLD, Jalan Kulas Al-Idrus Commercial Centre 93400 Kuching, Sarawak	Pejabat PTPTN Cawangan UTC Sarawak UTC 1, 4TH Floor, Bangunan UTC Sarawak Jalan Bukit Mata 93100 Kuching, Sarawak
Contact No.: 082 - 234 608	Contact No.: 082 - 243 164