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ANNIVERSARY



LE CORDON BLEU® MALAYSIA  
SUNWAY LE CORDON BLEU  
INSTITUTE OF CULINARY ARTS

# BURSARY

## 2023

DIPLÔME DE CUISINE | DIPLOME DE PÂTISSERIE  
DIPLOME DE BOULANGERIE



whatsapp to 019-305 2586

[www.cordonbleu.edu/malaysia](http://www.cordonbleu.edu/malaysia)

# LE CORDON BLEU BURSARY

DIPLÔME DE CUISINE | DIPLOME DE PÂTISSERIE | DIPLOME DE BOULANGERIE

SPM Grade	O-level Grade	UEC Grades	Scholarship Quantum
10 (A+,A-,A) and above	10 (A*/ A) and above	10 A's and above	RM 10,000
9 (A+,A-,A)	9 (A*/ A)	9 A's	RM 9,000
8 (A+,A-,A)	8 (A*/ A)	8 A's	RM 8,000
7 (A+,A-,A)	7 (A*/ A)	7 A's	RM 7,000
6 (A+,A-,A)	6 (A*/ A)	6 A's	RM 6,000
5 (A+,A-,A)	5 (A*/ A)	5 A's	RM 5,000
4 (A+,A-,A)	4 (A*/ A)	4 A's	RM 4,000
3 (A+,A-,A)	3 (A*/ A)	3 A's	RM 3,000
		2 A's	RM 2,000

## General Terms & Conditions:

1. Only Malaysian citizens are eligible to apply.
2. Only new students registering our courses for the first time may apply for this Bursary. Alumni of Le Cordon Bleu are not eligible to apply for this Bursary.
3. SPM, UEC, & O-Level may apply by submitting their trial results but bursary will be disbursed by the institution based on actual results received.
4. Bursary are eligible for applicants with results based on exams obtained from SPM, O-Level or UEC examinations taken in 2022.
5. This bursary is applicable for January, April, & July intakes for the year 2023. Incomplete or late submission will not be accepted.
7. This bursary is a one time off waiver on tuition fee. Applicants are responsible to pay the outstanding tuition fees and other fees before orientation day.
8. This bursary is not transferable nor redeemable in cash.
9. Uniform, tool kit and resource fees must be paid before orientation day.
10. Sunway Le Cordon Bleu reserves the right to engage bursary recipients in interviews, advertisements, photo shoots, public events outside of the school hours to promote the Institute.
11. In the event of a dispute on the eligibility for the scholarship, the decision made by Sunway Le Cordon Bleu is final.
12. Sunway Le Cordon Bleu reserves the right to alter, add or delete any of the terms and conditions and scholarship scheme at any point of time as and when Sunway Le Cordon Bleu deems necessary.
13. Non compliance to any of the terms and conditions related to the relevant scholarship would amount to a breach of contract.

# LE CORDON BLEU BURSARY

## APPLICATION FORM

### PROGRAMME

Diplôme de Cuisine

Diplôme de Pâtisserie

Diplôme de Boulangerie

### SECTION A : PERSONAL INFORMATION (Please complete this form using BLOCK LETTERS)

Full Name (as per NRIC) \_\_\_\_\_ NRIC \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email \_\_\_\_\_ Mobile \_\_\_\_\_

### SECTION B : EDUCATION BACKGROUND (Please tick and attach a certified copy of certificate)

SPM       Cambridge O'Level       Academic Achievement \_\_\_\_\_

Secondary School \_\_\_\_\_

Year Completed \_\_\_\_\_

### SECTION C : DECLARATION

I acknowledge that all the information provided is correct and declare that I will abide by the terms and conditions in the Fee, Refund & Conditions Policy. I agree to be bound by Le Cordon Bleu Malaysia's rules and regulations, and acknowledge that all disputes arising from the details and conditions contained in the Application Form shall be governed by and construed in accordance with the laws of Malaysia. I acknowledge that my personal information may be shared between the registered providers.

I understand that my personal information will be made available on the Le Cordon Bleu's Worldwide Database for Alumni purpose. I declare that I have read and understand each of the Code of Practice, Le Cordon Bleu's Policies, Procedures & Accreditation outlined. I understand that the information contained within this Document/Application Form will be made available to partnering institutions, eg. Sunway University, Sunway College, Monash University Malaysia if relevant

I \_\_\_\_\_ agree to maintain a minimum of 90% of attendance. Students who fall below this attendance rate will have to show why they should not be withdrawn.

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

Date of Application : \_\_\_\_\_

#### ▶ APPLICANT below age 18

Name (as in NRIC/Passport) \_\_\_\_\_

NRIC No. / Passport No. \_\_\_\_\_

Date of Birth (DD/MM/YY) \_\_\_\_\_

Nationality \_\_\_\_\_

Race \_\_\_\_\_

Religion \_\_\_\_\_

#### ▶ APPLICANT Sponsorship

Name (as in NRIC/Passport) \_\_\_\_\_

NRIC No. / Passport No. \_\_\_\_\_

Date of Birth (DD/MM/YY) \_\_\_\_\_

Nationality \_\_\_\_\_

Race \_\_\_\_\_

Religion \_\_\_\_\_

# LE CORDON BLEU BURSARY

## FEES, REFUND & CONDITIONS POLICY

### FEES

1. A non-refundable application fee is payable upon application for enrolment or re-enrolment.
2. Invoiced fees must be paid to Sunway Le Cordon Bleu Sdn Bhd and proof of receipt of payment must be confirmed before a confirmation of enrolment can be issued.
3. Prior to Orientation date, Sunway Le Cordon Bleu Sdn Bhd is entitled to accept up to 50% of the total tuition fees for programmes longer than 20 weeks and 100% of the total tuition fees for programme of 12 weeks or less. However, should the intake be unavailable to the applicant after payment has been received, every reasonable effort will be made to accommodate the applicant in the next available intake.
4. Applicant must pay tuition fees as per a provided Letter of Offer; all cleared funds must be received no less than 30 days prior to the programme commencement.
5. Re-enrolling / continuing student should pay the full amount of all invoiced fees in cleared funds no later than 14 days prior to the programme commencement.
6. Sunway Le Cordon Bleu Sdn Bhd reserves the right to review fees at any time without prior notice. Any changes of fees will be advised in writing / email to current students and applicants, and will appear in all public, promotional and marketing materials, at least 1 month prior to the commencement of the study period which they apply.
7. The revised fees applied to all payments due from the published effective date.
8. Tuition fees and supplementary fees will be itemised on all invoices and in the application form.
9. Where a student is required to repeat a programme, the student will be required to re-enrol and pay the application fee and applicable tuition fee nominated for that programme, on each occasion.
10. After issuance of an original Academic Transcript, Statement of Attainment or Parchment on completion of a programme or part thereof, all additional requests will incur a charge of RM100 per Academic Transcript or Statement of Attainment, and RM200 for each additional Le Cordon Bleu Parchment.
11. New students must pay the full amount of all invoiced fees in cleared funds not less than 30 days prior to the commencement of the programme.
12. Cuisine and / or Pâtisserie tuition fees do not include uniforms or equipment. All uniform alteration costs will be fully borne by the student.
13. A graduation fees is required base on the programme applied. Other fees for special occasion will be informed accordingly.

### SUNWAY LE CORDON BLEU SDN BHD DEFAULT

14. If an applicant or student is unable to complete a Sunway Le Cordon Bleu Institute of Culinary Arts programme due to a default by Sunway Le Cordon Bleu Sdn Bhd, being the failure to start the programme on the agreed starting date, the programme ceasing after it starts and before it is completed or because a sanction is imposed upon. The

applicant and / or student shall be entitled to a pro-rata refund of the tuition fees or an alternative programme. Where a refund is required, the amount of the refund will be paid within 30 days of the date of default and shall be accompanied by a written statement setting out how the amount has been calculated.

### STUDENT DEFAULTS

15. Where an applicant elects to withdraw and not to commence a Le Cordon Bleu Malaysia programme and gives notice in writing at least 28 days before the commencement of the programme, 85% of any tuition fees paid for programmes not yet commenced, will be refunded. If an applicant gives less than 28 days' notice he or she will not be entitled to any refund.
16. The applicant may elect to have any paid tuition fees transferred to an alternative Le Cordon Bleu programme if he or she has an approved application for the alternative programme. If an applicant gives less than 28 days' notice he or she will not be entitled to any refund or transfer of fees.

### DEFERRING PROGRAMME COMMENCEMENT

17. No refund will be made where a student or applicant fails to complete, withdraws from or does not commence a Le Cordon Bleu programme as a result of (a) change to student visa status (b) cancellation of the student visa (c) students elects to transfer to a different provider after the student has commenced.
18. (a) Where an applicant elects to defer commencement of a Sunway Le Cordon Bleu Sdn Bhd programme for which an Letter Of Offer form has been issued, any tuition fees or deposits paid will be held for up to twelve (12) months from the original commencement date, to be applied to the new commencement date, on the condition that the written application to defer commencement has been received from the applicant by Sunway Le Cordon Bleu Sdn Bhd not less than 28 days prior to the original commencement date.
18. (b) Applicant electing to defer to later intakes must do so in writing no less than 14 days prior to the programme commencement date. Applicant notifying Sunway Le Cordon Bleu Institute of Culinary Arts of their intent to defer to a later date less than 14 days prior to programme commencement date will incur a new application fee.
20. Every reasonable effort will be made to accommodate the applicant in a later programme of his or her choice. If the fee for the programme to be attended is greater than that of the programme originally selected, the applicant shall pay the balance in cleared funds to Sunway Le Cordon Bleu Sdn Bhd prior to programme commencement.
21. Once the twelve (12) months period after deferment lapses the student would be required to re-apply to Sunway Le Cordon Bleu Sdn Bhd.

### PAYMENT

22. Applicant is strictly not allowed to commence the term applied if required payment as stated in the programme invoice is not received by Sunway Le Cordon Bleu Sdn Bhd.
23. Student refusing to pay tuition fees of the subsequent level(s) after request(s) have been made in writing shall be refused entry into class until the outstanding fees have been remitted to Sunway Le Cordon Bleu Sdn Bhd in full.

24. Sunway Le Cordon Bleu Sdn Bhd will also pass on any charges incurred to collect outstanding monies.
25. Sunway Le Cordon Bleu Sdn Bhd accepts payment from major credit card. All bank fees and charges during telegraphy transfer incurred shall be borne by the student. Application And Enrolment Conditions
26. Sunway Le Cordon Bleu Sdn Bhd reserves the right at its absolute discretion to reject, suspend or cancel any application of enrolment, and it shall be under no obligation whatsoever to give reasons for its decision unless bound to do so. Le Cordon Bleu Malaysia can, as part of the application process, interview applicants who have applied for Le Cordon Bleu programmes.
27. All students are bound to comply with the rules and regulations stated in the Le Cordon Bleu Malaysia Student Handbook which are subject to change from time to time.
28. Sunway Le Cordon Bleu Sdn Bhd shall be under no liability whatsoever to any applicant or student for any loss or damage, sustained at or upon the School's premises however caused, or whether in respect of any negligence, negligent act or omission by Sunway Le Cordon Bleu Sdn Bhd, its employees, agents or servants or otherwise.
29. Applicants and students are obliged to notify Sunway Le Cordon Bleu Sdn Bhd of any changes of address, contact number and email address during the application process or whilst enrolled in a programme.
30. Sunway Le Cordon Bleu Sdn Bhd reserves the right in its absolute discretion to review and alter the organisation and / or structure of the programme at any time in accordance with its governance structures.
31. If any material alteration is made before the commencement of a programme, Sunway Le Cordon Bleu Sdn Bhd will make all reasonable efforts to notify any applicant / student so affected.
32. Sunway Le Cordon Bleu Sdn Bhd covers only the accidental insurance during the period of student's enrolment.
33. Sunway Le Cordon Bleu Sdn Bhd reserves the right and liberty to use promotional work taken in the form of photography, films or reproductions for the purpose of advertising, photography and publicity – either wholly or in part, in any manner or form whatsoever and in any medium, either separately or in conjunction with other photographs, films or reproductions thereof, including the works produced by students.
34. No applicant or student shall be entitled to use the names "Le Cordon Bleu" and its logo under any circumstances or at any time or in any place whatsoever, whether before, during or after their programme and whether as a trade mark, company or trading name or otherwise, regardless of the service or products presented with no time or geographical limitation.
35. This policy is correct at time of printing, but subject to change without notice.

## SUNWAY LE CORDON BLEU INSTITUTE OF CULINARY ARTS

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