

## TERMS AND CONDITIONS

### TERMS & CONDITIONS FOR EDU-ASSIST

#### Eligibility Requirements

- The Edu-Assist financial aid scheme is only open to :-
  - Malaysian citizen;
  - and those having a household income (includes both working parents) of RM8,000 or less (Applied to West Malaysia student) and RM6,000 or less (Applied to East Malaysia student);
  - and Enrolled as full time student at INTI;
  - and Not applicable to Master Programs, Evening Programs, Diploma in Business Management (DBM), all Learning Simplified (LS) and all Flexi Learning (FL).
- The Edu-Assist financial aid scheme is only available for 2018 intakes. It is not retrospective to any prior intake(s). As such, progression students are not eligible.
- The Edu-Assist financial aid is only valid for new local enrollment at INTI International University, INTI College Nilai, INTI International College Subang, INTI International College Penang and INTI International College KL.
- The applicant is entitled to only ONE of the awards mentioned below and the award with the highest quantum will automatically apply:-
  - INTI Scholarship / Bursary;
  - INTI Edu-Assist financial aid;
  - Any other Financial Aids/ discount/ Inaugural / Award Bursary that by INTI.
- The quantum of financial aid under this scheme may vary from campus to campus and the participating programme to be determined at the sole discretion of INTI.
- The applicant for Edu-Assist is entitled to apply for the Monthly Payment Plan ("MPP"). The interested applicant should refer to the additional terms & conditions for MPP.
- Applicant must only use the latest (current year) official result to apply for the INTI Edu-Assist.
- The award will only be granted if the official results meet the entry requirements.
- INTI reserve the right to stop offering Edu-Assist Scheme without prior notice.
- Enroll and full field the payment requirement by or before 31st October 2018.

#### Application Process & Supporting Documents

- The applicant must submit the completed application form together with a certified copy of the following documents:
  - birth certificate
  - parents' proof of income - Last 2 years' EA Form / Salary slips for 3 months, and last 2 years' income tax form (Form B / Form BE)
- Closing date: 2 weeks before class commencement.
- Incomplete or late applications will not be accepted.

#### Scope of the Edu-Assist Financial Aid Scheme

- The financial aid is only applicable to tuition fees.
- The financial aid is only valid for the programme in which the applicant has enrolled in and for the applicant's duration of study at an INTI campus in west Malaysia. In the event the applicant changes programme or transfers to another INTI campus in Malaysia, the financial aid may be terminated, subject to the approval of the INTI campus the recipients transferred to.

#### Non-application of the Edu-Assist Financial Aid Scheme

- The financial aid is NOT exchangeable for cash or other alternatives.
- The financial aid is exclusive of other fees and charges such as application, registration, resource and assessment, all of which must be borne by the successful applicant.
- The application to transfer the financial aid to another INTI campus is at the sole discretion and approval of INTI campus the recipients transferred to.
- The financial aid is not applicable to the applicant's period of study at overseas partner universities including participation at any semester abroad programmes.

#### Obligation of the Edu-Assist Financial Aid Recipient

- The recipient is responsible for:-
  - Making timely payment of fees in line with INTI policies and procedures;
  - Complying with all applicable rules and regulations stipulated by INTI;
  - Ensuring submission of proper and accurate records which qualify the applicant for the said financial aid.
- INTI reserves the right to take necessary action, including suspending / terminating the said financial aid where the applicant has not complied with the obligations in para (1) above, including provision of false information. The applicant will be liable to reimburse INTI and settle all outstanding fees due and owing to INTI.

#### Termination of Edu-Assist Financial Aid and Other Important Notices

- The financial aid will be terminated upon completion of the normal prescribed study period of the programme enrolled in and will not extend to any additional period including resit(s) and semester abroad programmes.
- The amount and availability of financial aid may vary depending on the individual INTI campus. Hence, interested and eligible applicants are encouraged to apply early.

- INTI reserves the right to terminate the said financial aid if the applicant does not abide by any of the terms and conditions above including the rules and regulations stated in the student handbook.
- INTI reserves the rights to change these terms and conditions for purposes of enhancing the scheme. INTI will communicate all notices of such change to the applicant by any means including the following; electronic mail communication to the email address on record, publication on a prominent site of the college / university notice board and INTI website.
- INTI reserves the right to discontinue this scheme at any time and will communicate such notice in the manner described in (4) above. However, all previously approved applicants will continue to enjoy the financial aid till the end of the programme (based on the normal study period).
- Applicant can proceed with withdrawal prior to completion of the programme without the need to reimburse INTI for the financial aid enjoyed during earlier semester(s). However, the applicant remains responsible to settle all other outstanding fees to INTI.

### ADDITIONAL TERMS & CONDITIONS FOR MONTHLY PAYMENT PLAN ("MPP")

#### Application Process & Scope of the MPP

- The applicant must tick off the 'by monthly' payment option on the INTI Edu-Assist application form and submit a payment of one-time administrative fee of RM53.00 (including 6% GST).
- The MPP is available for all 2018 intakes. It is not retrospective to any prior intake(s). As such, progression students are not eligible.
- The MPP is applicable to tuition, resource and assessment fees.
- Other fees such as application fee, registration fee, external exam fee, deposits and insurance premium do not form part of the MPP and hence, should be paid on or before the first day of commencement of classes.
- Once the applicant is registered in the MPP, the applicant continues to be on the MPP throughout the normal study period unless:
  - Notification is given to the Finance Office of the respective campus that the applicant is no longer interested to be on the MPP;
  - The applicant has not complied with the terms and conditions of the MPP and/or Edu-Assist.

#### Payment Term(s)

- The monthly installment amount(s) are computed based on the projected PTPTN Loan amount due to be received by the applicant.
- As the actual amount disbursed by PTPTN may vary, INTI reserves the right to make the necessary adjustments to the installment amount due and payable to INTI.
- The monthly installment amount(s) will be computed based on the length of the semester (short / long), course load / credit / subject as explained below:

#### Long semester

- Master programmes : 3 equal monthly installments  
 Other programmes : 4 equal monthly installments  
 1st Payment : On or before registration  
 Balance Payment : Over the installment period mentioned above / subject to date of enrollment, whichever applicable

#### Short semester

- All programs : 2 equal monthly installments  
 1st Payment : On or before registration  
 Balance Payment : Over the installment period mentioned above / subject to date of enrollment, whichever applicable

#### The due date(s) of the subsequent monthly installments are as follows:

Commencement of Class 1st to 15th of the month (eg. 01.01.2018)	Due Date for Installment Payment 1st of the immediate following month (eg. 01.02.2018)
After 15th of the month (eg. 16.01.2018)	1st of the next following month (eg. 01.03.2018)

#### Obligation of the MPP Recipient

- Comply with the terms and conditions of Edu-Assist.
- Without prior written approval from INTI, the applicant is not allowed to withdraw any excess PTPTN disbursed funds from the 'student account' during the period of study. This condition is imposed to enable such excess funds to be utilized to set off fees for the subsequent semester.
- For PTPTN deduction in MPP, applicant must sign the CIMB direct debit authorization form for the loan disbursement to transfer to INTI bank account. Without signing the authorization form, PTPTN deduction is not allowed.