

Hong Leong Foundation Scholarship: Social Work Education Support for NGO/NPO Workers

APPLICATION FORM (Year 2023)

Please read and understand the Terms and Conditions before completing this form.

A. PERSONAL INFORMATION <i>(Use Block Letters)</i>	
Name (as per NRIC):	
NRIC No:	Mobile Tel:
Home Address:	
Correspondence Address (if different from the above):	
Email:	
Marital Status: (<input type="checkbox"/>) Single (<input type="checkbox"/>) Married (<input type="checkbox"/>) Widow	

B. CURRENT EMPLOYMENT INFORMATION	
Name of NGO/NPO:	Registered with: (<input type="checkbox"/>) ROS (<input type="checkbox"/>) SSM
Address:	Tel. (0):
Name of NGO/NPO Head:	General Email of NGO/NPO:
Commenced date of employment (dd/mm/yy):	Duration of service:
Your current position:	

C. FAMILY BACKGROUND <i>(if applicable)</i>	
Name of Spouse (as per NRIC):	
Mobile Tel:	Tel. (0):
Employer's (Company) Name & Address:	No. of Children & Age:

D. ACADEMIC QUALIFICATIONS AND QUALIFICATIONS (please attach copies of results e.g. SPM, O Level/IGSCE, STPM or other qualifications)			
Name of School/Institution	Qualification Attained	Year Attained	Result (Grade/Score)

E. FINANCIAL BACKGROUND (please enclose a photocopy of the latest 3 consecutive months of salary slips, EA Form or any other proof of income. State the members of the household living with you except children below 18)				
Name	Relationship	Age	Occupation	Gross Monthly income (RM)
1.				
2.				
3.				
4.				
5.				
6.				
State your fixed monthly commitment: (please attach supporting documents if possible to support your application)		e.g. Hire-purchase loan = RM XX personal loan, utilities, insurance, etc. Proof of earning household members (latest 3 consecutive months of salary slips) or any other proof income (if possible, EA Form).		
State additional information to justify your current needs for scholarship (if any)				

In your opinion, what are your personal traits that would enable you to complete the Diploma in Social Work (part-time) study? State briefly.

I have read and understand the Scholarship Terms and Conditions offered under the Hong Leong Foundation Scholarship: Social Work Education Support for NGO/NPO Workers.

I hereby to confirm that the information given above is true and complete. I understand that any untrue and incomplete information supplied may be cause for rejection of the application or termination of scholarship if approved.

I give consent to allow Persatuan Pekerja Prihatin dan Pekerja Sosial Kristian Malaysia (PPPPSKM) and Methodist College Kuala Lumpur (MCKL) to seek verification for any of the information or documents provided from relevant third parties.

Signature of Applicant: _____

NRIC: _____

Name: _____

Date: _____

Closing date for application submission: 31 May 2023

For Hong Leong Foundation scholarship enquiries/application submissions: Attn: Ms. Tina Yap (tinayap@malaysiancare.org) and CC Mr. Elvin Tan, MCKL (tan.gp@mckl.edu.my).

Scholarship Terms and Conditions

Hong Leong Foundation Scholarship: Social Work Education Support for NGO/NPO Workers

Eligibility:

- This scholarship is open to Malaysian citizen-candidates who are currently working in an NGO or non-profit based organisation (NPO) registered with the Registrar of Societies or Companies Commission of Malaysia.
- Candidates must have a strong desire for nation building and making social change to improve well-being of clients at their workplace.
- Candidates must have at least 2 years of service in the same NGO/NPO upon application
- Candidates total household income must be RM5,000 and below per month.
- Candidates receiving scholarships, financial assistance or bursaries from any other organisations or bodies are not eligible for this scholarship scheme.
- Candidates will apply for part-time enrolment in Diploma in Social Work, Methodist College Kuala Lumpur (MCKL)
- Candidates must fulfil the criteria of admission to enrol for the Diploma in Social Work, MCKL. The minimum requirement for enrolment is 3 credits in SPM or IGCSE. Applications using APEL or other equivalent qualification will be considered.

Maintenance Criteria:

- Progressive disbursement of the scholarship will be based on academic results over a period of the part-time studies. Recipients are required to maintain a minimum GPA of 2.20 upon receiving the scholarship and throughout the tenure of their studies.
- Successful candidates are required to submit a copy of the academic progress to PPPPSKM upon the release of results at the end of every semester.

Supporting Documents :

- Listed below are the supporting documents required to be attached together with the application form:
 - Copies of results e.g. SPM, O Level/IGSCE, STPM or other qualifications
 - Proof of income of the candidate: latest 3 consecutive months of salary slips, latest EA Form, or any other proof of income
 - Proof of household members' income (latest 3 consecutive months of salary slips) or any other proof income (EA Form). Household income will be a major factor when shortlisting candidates.
 - Copies of utilities bill or any supporting documents on fixed monthly commitment
 - A Recommendation Letter from the current employer (NGO/NPO)
 - An Employment Verification Letter

Scholarship Value:

- The scholarship is in the form of a full waiver of the tuition fees of 90 credit hours. It is not a cash award.
- It does not cover admission deposit, application fee, student resource fees, any additional credit hours that is required for completion of the Diploma in Social Work programme, repeat subjects/papers and other expenses e.g. external examination fees, books, accommodation, living expenses, etc.

Scholarship Disbursement:

- Hong Leong Foundation will disburse the scholarship funds directly to MCKL based on the invoicing process each semester.

Other Conditions:

- Successful candidate will be required to sign the Hong Leong Foundation's Scholarship Agreement by agreeing to the term and conditions.
- The coverage of the scholarship will be throughout the duration of the Diploma in Social Work which is for 3 years and 3 months and the successful candidate will be pursuing the programme on part-time basis while continuing to work in their respective NGO/NPO during this period.
- The full scholarship is given at the sole discretion of Hong Leong Foundation, PPPPSKM and MCKL.
- The scholarship does not cover any extension of enrolment in the Diploma in Social Work Programme beyond 3 years and 3 months. At its sole discretion, Hong Leong Foundation, in consultation with PPPPSKM and MCKL, may decide to extend the period of coverage beyond 3 years and 3 months.
- If the successful candidate decides to prematurely withdraw from the programme or is suspended or terminated by MCKL, without completing the Diploma in Social Work, the scholarship is immediately terminated and the candidate agrees to pay or reimburse Hong Leong Foundation for the amount which may have been disbursed from the scholarship fund.
- Hong Leong Foundation, PPPPSKM and MCKL reserve the right to involve the successful candidate in various activities organized by the agencies, such as interviews, outreach events, social media, photography/videos, trainings and other publicity activities.

Note: All personal information and data will be treated with strict confidentiality.