



SARAWAK OIL PALMS BERHAD^(7949-M)

SCHOLARSHIP APPLICATION FORM

Procedure for application

Please read the following instructions carefully before filling the form :-

- i. All applications must be made on the official SOPB's scholarship application forms. All completed forms should be returned to "The Committee of SOPB Scholarship, Undergraduate Awards, No. 124 – 126, Jalan Bendahara, P.O. Box 547, 98007 Miri, Sarawak" before the closing date. Any incomplete or late applications will not be considered.
- ii. All applications must enclose certified true copies of the following documents :-
 - a. SPM and STPM or equivalent
 - b. School testimonials and school leaving certificates
 - c. Identity card and birth certificate.
- iii. Undergraduates should submit all results obtained in the university(ies)/college(s) including their latest results as soon as available.
- iv. Prospective undergraduates should submit their acceptance letter from the university(ies)/college(s) as soon as available.
- v. Applicants should also ensure that particulars of parents / guardian, all brothers and sisters are verified by submitting copies of the following documents :-
 - a) Parents' / Guardian's identity cards
 - b) Parents' / Guardian's proof of income i.e. Income Tax Form J / B / BE together with EA Form for the last 2 years. In the case of business income, please also submit Statement of Income and Expenditure / Profit and Loss Account for the last 2 years. If the Parents' / Guardian's income is not taxable, please submit other proof of income such as latest EA form, official salary slip or official letter from employer confirming their income. Letter from employer should be on the company's letterhead and must have the employer's full name and telephone numbers.
 - c) Birth certificates of all brothers and sisters
 - d) If any of the applicant's siblings is/are working, please submit their Income Tax Form J / B / BE together with EA Form for the last 2 years. In the case of business income, please also submit Statement of Income and Expenditure / Profit and Loss Account for the last 2 years. If their income is not taxable, please submit other proof of income such as latest EA form, official salary slip or official letter from employer confirming their income. Letter from employer should be on the company's letterhead and must have the employer's full name and telephone numbers. Particulars of all siblings must be provided irrespective of whether they are dependents or contributing any income to the family.
 - e) If any of the applicant's siblings is/are pursuing higher education in colleges / universities / institutions, please submit letters or documents to confirm that they are currently students of the colleges / universities / institutions.
- vi. Referees stated in 'Part H' of the Application Form must be able to provide information on applicant's family background when requested by SOPB. The referees should also be contactable by telephone during office hours. Please ensure that the telephone numbers given are valid and correct.
- vii. Please ensure that all documents and information requested are enclosed / stated. If documents mentioned in **Procedure for application** above or information required are not immediately available, the applicant's shall submit their explanation within 1 month from the closing date. Applicant's name and university must be stated when submitting these documents. Please note that all documents submitted will not be returned to applicants regardless of the outcome of their application. Incomplete applications will be disqualified.
- viii. Only shortlisted candidates will be notified for interview. It is important for applicants to give their telephone contact to enable the SOPB to call them for interview if shortlisted.

Instructions on filling up the form

1. Please type or write clearly. Please use BLOCK LETTERS.
2. Type or write your name in full as appears in your NRIC.
3. Those who are already in the University should state which year they are in this coming session.
4. If any of the parent is deceased, kindly submit death certificate and state former occupation, name and address of employer / own business at Part C.
5. Please state "NA" in those sections which are not applicable to you.
6. If space is insufficient, please continue in a separate sheet and attach the sheet to the application form.
7. Certified copies of relevant documents must be attached.
8. For further enquiries, please contact 085-436969
9. Completed application form should be returned by _____ to
Sarawak Oil Palms Berhad
The Committee of SOPB Scholarship
No. 124 – 126 Jalan Bendahara
P.O. Box 547
98007 Miri
Sarawak.



Part A : PARTICULAR OF APPLICANT

| | | | |
|--|---|--|--|
| Name of applicant as in NRIC : | | NRIC number : | |
| Permanent Address : | | Postal Address (if different from Permanent Address) : | |
| Home telephone no. : | | Handphone no. : | |
| Current telephone no. : | | Email address : | |
| Date of birth : | | Place of birth : | |
| Age : | Citizenship : | | Race : |
| Present status | <input type="checkbox"/> First year student | | <input type="checkbox"/> Second year and above student |
| | Student ID No. | | |
| | If not first year student, state year of course in the coming session : | | |
| | If currently employed (permanent or temporary), state occupation : | | |
| | No. of months/years in employment : | | |
| | Last drawn salary per month : | | |
| Is/Are your parent employee(s) of Sarawak Oil Palms Berhad | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please state name of the person. | | | |

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Part D : EDUCATION BACKGROUND

| Schools attended, please state the name of town/city | Year commenced | Year completed | Qualifications obtained |
|--|----------------|----------------|-------------------------|
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Part E : RESULTS OF SPM/SPVM/'O'/STPM/'A' LEVEL

[Note: Please attach Certified True Copies of at least LAST TWO LEVELS of statement of results/transcripts with this application form. Any results that are pending must be submitted as soon as they are released. Forms without the required results/transcripts will not be processed.]

HIGHEST EXAMINATION PASSED : SPM / O' LEVEL STPM/A'LEVEL Others

| NO | SUBJECTS | GRADE | NO | SUBJECTS | GRADE |
|----|--------------------|-------|----|------------------------------------|-------|
| 1 | Bahasa Melayu | | 10 | Fizik | |
| 2 | Bahasa Inggeris | | 11 | Kimia | |
| 3 | Pengetahuan Moral | | 12 | Biology | |
| 4 | Sejarah | | 13 | Pengetahuan Islam | |
| 5 | Matematik | | 14 | Bahasa Cina/Reka Cipta | |
| 6 | Matematik Tambahan | | 15 | English for Science and Technology | |
| 7 | Sains | | 16 | | |
| 8 | Prinsip Akaun | | 17 | | |
| 9 | Ekonomi Asas | | 18 | | |

STPM/A'LEVEL OR EQUIVALENT: SCHOOL/ INSTITUTIONYEAR

| STPM | GRADE | 'A' LEVEL | GRADE | UEC | GRADE |
|--------------|-------|--------------------|-------|-----------------|-------|
| Pengajian Am | | Chemistry | | Bahasa Cina | |
| Sejarah | | Biology | | Bahasa Malaysia | |
| Ekonomi | | Physics | | Bahasa Inggeris | |
| Perakaunan | | Mathematics | | Matematik | |
| Kimia | | English Literature | | Sejarah | |
| Biologi | | Govt. & Politic | | Geografi | |
| Matematik C | | | | Biologi | |
| Matematik A | | | | Kimia | |
| | | | | Fizik | |
| | | | | Perdagangan | |
| | | | | Simpan Kira | |
| | | | | Perakaunan | |
| | | | | Ekonomi | |
| | | | | Computer & IT | |
| | | | | | |
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If you are the second year or above student, please provide your university examination result slips and overall grades

| First Year | Second Year | Third Year |
|------------|-------------|------------|
| | | |

Part F : EXTRA CURRICULUM

| Activities in school / polytechnic / college / university | | | | | |
|---|------|-----------------------|------|------------|------|
| School | Year | polytechnic / college | Year | University | Year |
| | | | | | |

Part J : OTHER INFORMATION & DECLARATION

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| Please state other relevant information to support your application (e.g. Why parents cannot afford your educational expenses) |
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I the undersigned, declare that the information given by me in this form is true to the best of my knowledge and that I have not willfully suppresses any material fact relevant to this application. I have read and agreed to be abide by the terms and conditions of the scholarship/ financial assistance. I understand that the award herein can be withdrawn at any time if any information given in this found to be incorrect. I have read and understood the conditions of the awards as stated in the application form and the attached Terms and Conditions.

| | | | |
|-----------------------|----------------------|------|----------------------|
| Applicant's Signature | <input type="text"/> | Date | <input type="text"/> |
| Form Received by SOPB | <input type="text"/> | Date | <input type="text"/> |

DOCUMENTS CHECKLIST

(Please arrange your documents accordingly to the order below)

PLEASE tick (√) either "Yes" or "No". If "No" please explain why under "Remarks"

| Have you enclosed certified copies of | Yes | No | Remarks |
|--|--------------------------|--------------------------|----------------|
| 1. University acceptance letter | <input type="checkbox"/> | <input type="checkbox"/> | |
| 2. Parents' / Guardian's proof of income for the past 2 years | <input type="checkbox"/> | <input type="checkbox"/> | |
| 3. Brothers' and sisters' proof of income for the past 2 years, if they are working | <input type="checkbox"/> | <input type="checkbox"/> | |
| 4. Letters or documents to prove that brothers and sisters are pursuing higher education in universities / colleges / institutions | <input type="checkbox"/> | <input type="checkbox"/> | |
| 5. Identity card and birth certificate of applicant | <input type="checkbox"/> | <input type="checkbox"/> | |
| 6. Birth certificates of all brothers and sisters | <input type="checkbox"/> | <input type="checkbox"/> | |
| 7. Parents' / Guardian's identity cards | <input type="checkbox"/> | <input type="checkbox"/> | |
| 8. SPM / SPVM / 'O' Level results (Actual/Forecast) | <input type="checkbox"/> | <input type="checkbox"/> | |
| 9. STPM / 'A' Level / Matriculation (Actual/Forecast) results | <input type="checkbox"/> | <input type="checkbox"/> | |
| 10. University / College / Polytechnic results (Actual/Forecast) | <input type="checkbox"/> | <input type="checkbox"/> | |
| 11. School testimonials | <input type="checkbox"/> | <input type="checkbox"/> | |
| 12. School leaving certificates | <input type="checkbox"/> | <input type="checkbox"/> | |