

# FRIEND GET A FRIEND CAMPAIGN

## Applicant

Name			
Programme (LUCT/LELC)		Student No.	
Year		Sem	
Contact No	(H)	(H/P)	
Current Qualification		Relationship with Introducer	
Commencing Date		Applicant Signature	
Official receipt no			

## Introducer

Name		Student No.	
Programme (LUCT/LELC)		Contact No	
Year		Introducer Signature	
Sem			

## For office use only

Acknowledge by Counselor		Acknowledge by Admission Officer	
Name		Name	
Signature		Signature	
Date		Date	

## Verified by

Signature		Signature	
Name		Name	
Date		Date	

## Procedure

1. The introducer must accompany the applicant during initial counselling. If unable to do so, a certification letter from the introducer is required.
2. The introducer and applicant are to fill up the Friend Get a Friend Form.
3. The Counsellor present is to fill in and initial the remark section.
4. All applicants must be accompanied by the introducer during application or the introducer may submit application form on behalf.
5. Upon completion of the application process, the counsellor present must acknowledge the application in the introducer's presence.
6. For verification, the introducer must submit all completed applications to the Marketing Department accompanied with a copy of the tuition fee payment receipt (from the applicant and a photocopy of the introducers ID card.)
7. All Rewards will be settled within 1 month of processing.

### Note:

Closing date for submission form is 6 months after commencement date of the course applied. Any late applications will not be entertained.