

ADTP Gateway Program 2020

1. According to a directive from the Ministry of Education, students can enrol into an academic program that require SPM results as an entry requirement with a conditional offer using their forecast results upon completion of the SPM examinations, and only formally register in an academic program after the actual SPM or IGCSE or equivalent results are released and the entry requirements are met.

In line with this directive, MCKL is running the **ADTP Gateway Program** in January 2020 for the short semester, where students who have completed their examinations can enrol based on their forecast / trial results.

2. The ADTP Gateway Program features preparatory programs and a variety of enhancement courses aimed at better preparing students for their tertiary studies in the United States of America. The courses include:-

Course Descriptions	
Career Exploration	This course helps to shape students' perspective on how to choose a career that fits their personalities, interests, and abilities. There are three major components:- <ol style="list-style-type: none"> 1. Understanding and nurturing one's strengths, 2. Career options and pathways, and 3. Viability and sustainability of career fields.
U.S. English Preparatory Course	This course helps students adapt to college-level English in four key areas: writing, reading, speaking and listening. Students will also familiarize themselves with the TOEFL iBT format through exercise and practice.
U.S. College Prep 101	This course is part of the Freshmen Seminar aimed at preparing all freshmen students to manage their expectations of college and cultivate a productive attitude toward college education in relation to their career development. This also acclimatizes students to the structure of the American Education system.
Soft Skills: What Do Your Employers Look For	This course introduces students to the variety of soft skills (namely problem solving, teamwork, communication, adaptability and interpersonal skills) necessary in the workplace. Students are also trained to recognize how to develop said soft skills within college settings.
International Computer Driving License (ICDL) - Information Literacy & Spreadsheet	ICDL is the world's leading computer skills certification, with more than 14 million people engaged with the ICDL program in over 150 countries. ICDL offers a wide range of modules to hone the skills and competencies necessary for students to use computer applications commonly used in academic and professional environments. In ADTP Gateway Program, students will obtain ICDL certificates in Information Literacy and Spreadsheet. Information Literacy teaches candidates how to search for online information efficiently via search engines and social media applications. Candidates are also able to identify different types of online information and critically evaluate the information before delivering it. Spreadsheet teaches candidates to work with data for the purposes of storage, organization and analysis, which includes calculations and graphical presentations. This introduces basic features available in spreadsheet, such as tables, charts, functions and formulae.

3. The fees for the ADTP Gateway are as follows:

Upon Application	
Program Fee	1200
Student Activity Fee	100
Application Fee	50
Total	1350

When progressing into the April 2020 intake	
Application Fee	500
Admission Deposit	500
Student Activity Fee	300
Academic Resource Fee	300
Development Fee	250
One-off discount on tuition fees <i>(not applicable to students receiving MCKL 100% Scholarships)</i>	(1200)

MCKL ADTP GATEWAY PROGRAM DECLARATION FORM

TERMS AND CONDITIONS OF ADTP GATEWAY PROGRAM

1. Commencement date of the program at Methodist College Kuala Lumpur (*hereinafter referred to as 'the College'*) is the first day of class.
2. All applications for the MCKL ADTP Gateway Program have to be submitted with the appropriate Program Fee, Student Activity Fee, and Application Fee.
3. Applicants who have paid the Program Fee, Student Activity Fee, and Application Fee will not be guaranteed a place in the ADTP April 2020 session unless full payment is made at least 7 calendar days before the commencement of the ADTP.
4. Refund policy:
 - a) The **Application Fee** is not refundable under any circumstance.
 - b) Applicants who withdraw before the commencement date are required to submit the **Application for Refund before Program Commencement** form to the Registrar's Office (via e-mail / hardcopy) in order to receive the refund.
 - c) Applicants who are awarded **100% Merit Scholarship** will not be entitled for any refund if they withdraw from the ADTP Gateway Program or the ADTP either before commencement or before completion of the program of study.
 - d) Applicants who withdraw within 14 calendar days from commencement date will only be refunded **50% of the fees paid**.
 - e) Applicants who withdraw after 14 calendar days from commencement date will not be entitled to any refund.
 - f) All fees carried forward from the MCKL ADTP Gateway Program into the following semester are not refundable under any circumstances.
 - g) The refund policy for applicants under the MCKL Merit Scholarship, Special Scholarship and other awards is according to the Terms & Conditions of the respective MCKL Merit Scholarship, Special Scholarship and other awards.
 - h) All withdrawals after commencement of the program of study are subject to the provisions of the Student Handbook.
5. Applicants who transfer from a program of study or intake and then enrol into another program or intake in the College before commencement of the original program or intake, are eligible to have their fees transferred to the new program of study or intake (*minus **Application Fee***).

DECLARATION AND SIGNATURE

<p>DECLARATION BY APPLICANT:</p> <ol style="list-style-type: none"> 1. I have read, understand and fully agree with the terms and conditions of admission as stated above. 2. I acknowledge that the information given in this form and the attached documents are true and complete. The College reserves the right to reject my application or withdraw my enrolment at any time if any information is found to be incorrect and/or incomplete. 3. I agree to comply with and abide by the College rules and regulations in academic, administrative and examination matters. 4. I allow the College to have access to my results from the relevant examination board for academic, administrative, publicity and statistical purposes. 5. I allow the College to release my academic results and progress reports to my parents/guardian.* 6. I have discussed all the above terms and conditions with my parents/guardian*, understand its meaning and fully agree with it. <p>_____</p> <p>Signature of Applicant</p> <p>Name:</p> <p>Program:</p> <p>Intake:(year).....(month)</p> <p>NRIC/Passport No.</p> <p>Date :</p> <p><small>(* Applicable to applicants under age of 18 on the commencement date of program.)</small></p>	<p>DECLARATION BY PARENT/GUARDIAN OF APPLICANTS BELOW 18 YEARS OF AGE ON THE COMMENCEMENT DATE OF THE PROGRAM:</p> <ol style="list-style-type: none"> 1. My son/daughter/ward and I have read, understand and fully agree with all the terms and conditions of admission as stated above. 2. I agree to pay all the fees due before the stated deadline. 3. I understand that the College has the right to bar my child/ward from attending classes due to non-payment of fees. 4. I acknowledge that the information given in this form and the attached documents are true and complete. The College reserves the right to reject this application and withdraw the enrolment of my son/daughter/ward at any time if any information is found to be incorrect and/or incomplete. <p>_____</p> <p>Signature of Parent/Guardian</p> <p>Name:</p> <p>Relationship to Applicant</p> <p>NRIC/Passport No.</p> <p>Date :</p>
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<p>Signature of Course Counsellor</p> <p>_____</p> <p>Name:</p> <p>Date:.....</p>	<p>Scholarship Details of Applicant:</p> <p>Remarks:</p>
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