



# OPEN ENROLMENT PROGRAM

## REGISTRATION FORM FOR HRDC CLAIMS

Program Name: \_\_\_\_\_

FEE: \_\_\_\_\_ [before 6% SST]

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT TEL. NO. (COMPANY): \_\_\_\_\_

CONTACT TEL. NO. (PERSONAL): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

NAME OF SECRETARY: \_\_\_\_\_

CONTACT TEL. NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### ADDITIONAL NAMES (PARTICIPANTS)

Name	Job Title	Email Address

## Payment

Asia School of Business is registered to charge Service Tax ("SST") for programs conducted in Malaysia under the laws of Malaysia (SST registration no.: W10-1906-32000062).

Payment should be made within 30 days from the invoice date or in advance of the program date, whichever is sooner. Your place is only secured once payment has been received within this period.

- Cheques should be made payable to **ASB MANAGEMENT SDN BHD- FEES**
- For telegraphic transfer, kindly remit payment to **ASB MANAGEMENT SDN BHD- FEES** account number: **514150439951** at **MALAYAN BANKING BERHAD, JALAN RAJA LAUT BRANCH, 50350 KUALA LUMPUR**

Please send your registration form to [exec@asb.edu.my](mailto:exec@asb.edu.my)

Please email a copy of the payment receipt to [asbfinance@asb.edu.my](mailto:asbfinance@asb.edu.my)

## HRDC Claimable

I am claiming against company's HRDC levy. Please click 'YES' or 'NO'. Any application under 'YES' is subject to final confirmation upon HRDC application approval. **Note: Application utilizing HRDC levy closes 10 days before program date. Client is responsible to submit the grant application. Submission of all post program documents must be completed within 6 months from the date of the program. To qualify for the grant, participants must attend a minimum of 75% of the total program hours.**

YES

NO

## TERMS AND CONDITIONS

Terms and conditions apply. Please visit <https://asb.edu.my/terms-conditions-executive-education> for our terms and conditions and additional information on the program.

## PERSONAL DATA PROTECTION

ASB Management Sdn Bhd respects your personal data and have taken steps to be fully compliant to the Personal Data Protection Act 2010 (Malaysia). The types of data, purpose of use, and a list of your rights under the Act are explained in our Privacy Policy And Notice (<https://asb.edu.my/policy>)

## PROMOTIONAL MATERIALS

With regards to promotional and marketing materials, would you like to receive news and updates on ASB's services/ offers?

YES

NO

**AUTHORISED SIGNATURE**

**COMPANY STAMP**

\_\_\_\_\_  
NAME:  
DESIGNATION:  
DATE: