**COVER**

* *Applicant’s portrait*
	+ *The portrait should have the following characteristics:*
		- *Formal dress*
		- *Can clearly see the applicant’s face*
* *Applicant’s name*
* *School’s name*
* *School’s program, for instance, the Sciences and Mathematics program, etc.*

**Page 1**

**Applicant Profile**

**Name: Nickname:**

**Date of Birth: Age:**

**Nationality:**

**Address:**

**Email: Phone:**

**Parents information**

**Father**

**Name: Phone:**

**Occupation (Optional):**

**Mother**

**Name: Phone:**

**Occupation (Optional):**

**Page 2**

**Education**

*High school (grade 10 and above)*

**School name:**

**Program: CGPA:**

**Math GPA: Physics GPA: English GPA:**

**Awards and Certificates***Applicant lists and summarizes awards, most outstanding awards/certificate which related to the applied program. Certificates can later be attached to the reference section.*

*\*Remark: 1) Please calculate your GPA (grade point average) on a 4.0 scale*

*2) For Engineering programs, please indicate your GPA for Math, Physics, and English.*

*3) For Computer Engineering, Digital Engineering, and Management programs*, *please indicate your GPA for Math and English.*

**Page 3**

**Skills**

* English competency
*Applicant refers to the Common European Framework of Reference (CEFR) from A1 to C2 if applicable.*

Standardize test: TestDate:

Writing:  Reading:

Listening: Speaking:

* Programming skill, and computer software
*Listed as competency levels such as beginner, intermediate, advanced, or expert.*

* Others
*Applicant lists personal skills, soft skills, and sport skills as competency levels.*

**Page 4**

**Statement of Purpose**

* *Introduce yourself, your interests, and motivations.*
* *Summarize your education background.*
* *Indicate what you would like to study at this university.*

**Page 5**

**Transcript of Records**

* *Attach your high school transcript (clearly visible) that contains the latest GPA.*

**Page 6**

**Project, Activities, and Work Experiences**

* *Applicant attached evidence of participation in the following projects, activities, and work experiences:*
	+ *Science project, computer project, artwork, etc.*
	+ *School activities e.g., club, student council, etc.*
	+ *Out-of-school activities*
	+ *Volunteer*
	+ *Work experiences e.g., part-time job, job training, etc.*
* *Applicant may use up to two pages (only if necessary).*

**Page 7-10**

**References**

* *Additional spaces for the certificate and awards:*
	+ *English proficiency standardizes test certificate, e.g., IELTS, TU-GET, etc.*
	+ *Other standardizes test certificates e.g., SAT, A-level, etc.*
	+ *Programming skill, and computer software certificates.*
	+ *Other certificates and further references.*
* *Applicant may use up to 4 (four) pages (only if necessary).*
* *Others*