

GCB (Malaysia)

## Level 2 Group Certificate in Book-keeping and Accounts

### Application Form

Candidate Details in BLOCK CAPITALS:-

Name: \_\_\_\_\_ NRIC No: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ City/State: \_\_\_\_\_

Tel/Mobile Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Subjects	Subject Code	Result	Series	Year	Month	Certificate Serial No.
Level 2 Book-keeping & Accounts	ASE2007					

Candidates are required to pass THREE **Level 2** subjects within a period of **12 months** as follows:-

(a) Compulsory Subject: Book-keeping & Accounts

(b) Plus any two Level 2 subjects from:

Business Calculations	Cost Accounting	English for Business <i>or</i> English for Commerce
Business Statistics	Computerised Accounting	Practical ICT Skills

### Instructions for completing this form : -

- Registered Training Centres should submit the application on behalf of their students with a covering letter.
- For private candidate, you may send your application directly to LCCI Malaysia office. The certificate issued will be sent to the address stated in this form.
- Please submit photocopies of certificates and result slips.
- An administration fee of **RM92.00 per certificate** (valid until 30<sup>th</sup> September 2010) is applicable and payment is to be made payable to **LCCI INTERNATIONAL QUALIFICATIONS (MALAYSIA) SDN BHD**. We only accept bank draft / postal order / money order. Payment by personal cheque is NOT accepted.
- A postage fee is applicable for application from private candidate – RM15.00.

**Note: Application for Group Certificate MUST be submitted within 12 MONTHS from the last examination date.**

### LCCI Use Only

Certificate No. : ..... Date Issued : .....