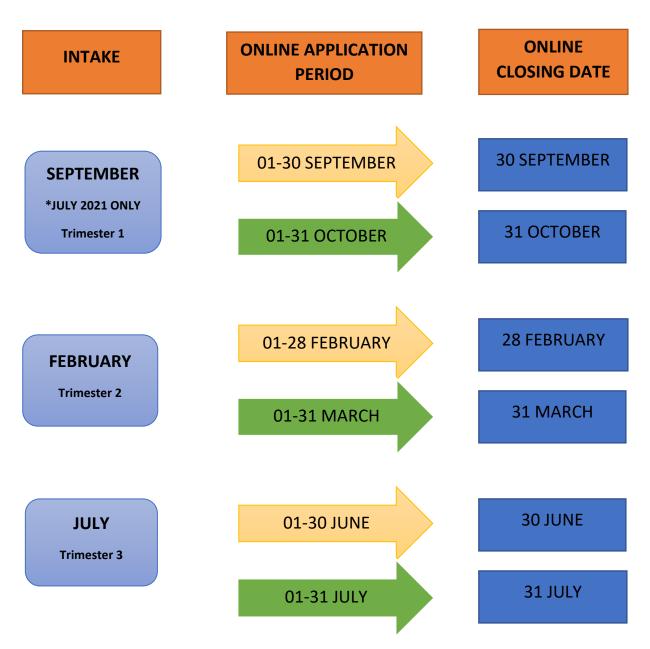


# PTPTN ONLINE APPLICATION GUIDELINES

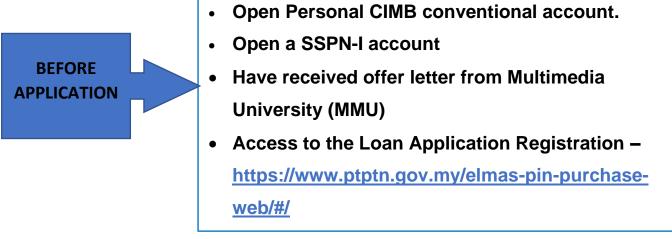
# (For new applicants and existing applicants who have completed Foundation or Diploma Programme)

# **A. APPLICATION DATE OF PTPTN LOAN**





## **B. PROCEDURES FOR ONLINE APPLICATION**



## LOAN APPLICATION REGISTRATION STEPS



IMPORTANT INFORMATION: MAKE SURE THE PIN NUMBER PURCHASED IS COMPLETED UNTIL THE PTPTN RECEIPT IS PRINTED



### C. STEPS FOR PTPTN ONLINE APPLICATION

NO	SCREEN	DESCRIPTION
1		Log in to PTPTN website
		https://www.ptptn.gov.my/elmas- pin-purchase-web/#/
	Sebelum membuat permohonan, pastikan anda telah : Menerima tawaran IPT. Mempunyai salah satu nombor akaun SSPN. Mempunyai akaun barik mengikut panel bank IPT anda. Membuat semakan jadual permohonan dan bayaran pinjaman.	
	PENDAPTARAN PERMOHONAN PINJAWAN MANUAL PERMOHONAN PENDAPTARAN PERMOHONAN PINJAWAN MELALUI KURSUB AKPK Makarati Pendingi Padhan proses pendataran berkanan melal pitan pada pendaran berkanan melal pitan pada pendaran berkanan berkanan pendataran pendaran melal PTPTM sagara pendaran berkanan berkanan pendaran pend	
2	PERBADANAN TABUNG PENDIDIKAN TINGGI NASIONAL OF PENDIDIKAN TINGGI NASIONAL OF PENDAFTARAN PERMOHONAN PINJAMAN Sebelum membuat permohonan, pastikan anda telah :	Select the "Pendaftaran Permohonan Pinjaman" Menu for new applicant
	Menerima tawaran IPT.     Mempunyai salah satu nombor akaun SSPN.     Mempunyai salah satu nombor akaun SSPN.     Mempunyai akaun bank mengikut panel bank IPT anda.     Membuat semakan jadual permohonan dan bayaran pinjaman.     PENDAFTARAN PERMOHONAN PINJAMAN MELALIK NURSUS ANPK     Medianet Pentingi Padilan proses perdayaran dentation dentasian rent priprin Padilan proses perdayaran personana personana bergan atalan rent PTPTN     suppoje pendataran personana personana bergan tainat.	
	Perbadanan Tasung Pendidikan Tinggi Nasional, Tingkat Bawah, Menara PTPTN, Bick D, Megan Avenue II, Na. 12, Jalah Yag Kean Seng, 50450 Kuala Lumpur, J Caretine : 05-2193 3000   3	
3	New Applicant: 1 DAFTAR 2. BAYAR 3. BERLANYA * Sekiranya anda tolah mempunyai NO. PTPTN (BSN) sila klik disin/ Pendaftaran Permohonan Pinjaman : No. Mykad* 930 Kata Laluan* e Pengesahan Kata Laluan* *Kata Laluan*	Complete the Registration Information required. Tick V at the check box and press "Daftar" for the next step
	Perbadanan Tabung Pendidikan Tinggi Nasional, Tingkat Bawah, Menara PTPTN, Blok D, Megan Avenue II, No.12, Jalan Yap Kwan Seng, 50400 Kuala Lumpur.   Careline : 03-2193 3000   1	



NO	SCREEN	DESCRIPTION
	N. DAFDAR     2.66548     3. DERLACK.         Permbayaran         No. Ked Pengenalari         Amaun(RM)         Bayer   Perhastenan Tabung Pendilihan Tagg Nasonat, Tagkat Bawah, Menara PERPTA, Bak D, Megan Awenue I, Na 12, Jakan Yap Kewan Bing, 60450 Raaka Lumpur, [ Careline: 10.2-128 3000]	Press "Bayar" button for the payment process
4	PTPTN Online Payment Gateway Umaga U	Select your internet banking Enter your valid email address Click the pay button with FPX for the next step
5	PERBADAMAN TABUNG PENDORKAN TINGGI NASONAL Taga Basa, Mana PIPTN, Bat. Magi Asona I, Na 12, Janan Tapi Kian Bagi, Sob Luab Lumpot       Magi I: Sob Bagi I: So	If the transaction is successful, the payment receipt for the transaction will be displayed



NO	SCREEN	DESCRIPTION
6	Internet         Scharan Tabung Pendartaan           MENU         Scharan Pendartaan           Internet         Koma	Applicant can sign up for new application after successful making payment
7	INDUC         PERBADANAN TABUNG PENDATAANAN           INDUC         Stradau Pendataan           INDUC <thstradau pendataan<="" th="">           INDUC</thstradau>	Click on the status "Belum Lengkap"
8	DESIGNATION         DESIGNATION           MINI         EXAMPLEPIDATION           INTERE PERSONNERNAN DARU (KU) YAN BURK         INTERE INTEREM         INTERE INTEREMENT         INTERE INTERNET         INTER INTER INTER INTERNET         INTER INTER INTER INTERNET         INTER INT	The system will display a pop-up reminder and press the OK button



NO		SCREEN		DESCRIPTION
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10	CETAL ANGLINAT	ALAMIT YOU-" PADDIA": ADDIA: N MIDIA: 40 YUUTINA ANAY "		Applicant Job Details Complete the job details. Make sure the fields marked * is required to fill in. Press the save button for the next step.
11		NO PONDITIONAN TINGGÉ NATIONAL ESTERUTIONAL DATABATINA SECONDUCTIONAL DAT	Internet         Internet           Name         Internet	<u>Guardian Details</u> Complete details of guardian. Make sure the field marked * is required to fill in. Press the save button for the next step.



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MENU	Cetak Makumat		Print the application
NO KAD PENDENILAH. <b>E765143999</b> STATUS PENDERKAN. <b>BELUK LENGKAP</b>	<ul> <li>Catazan mahumat ni adalah umuk tigan njakan sahaja</li> </ul>		information which has been submitted successfully.
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O PORTAL PTPTN	NO AGUN SINI SIMPANIN PENDENAN NASENA, PUS(SIPHI-PUS)		

### Contact us:

- 1. PTPTN CALL CENTER: 03- 2193 3000
- 2. BURSARY UNIT, REGISTRAR OFFICE
  - I. Cyberjaya Campus Telephone Number: 03-8312 5619 / 5957 Email: <u>bursary@mmu.edu.my</u>
  - II. Melaka CampusTelephone Number: 06-252 4155 / 3439Email: <u>bursary@mmu.edu.my</u>



## **Frequently Asked Questions**

# Perbadanan Tabung Pendidikan Tinggi Nasional (PTPTN) for Foundation, Diploma & Degree

- 1. Who is eligible to apply for PTPTN Loan?
  - a. The applicant must be a Malaysian citizen.
  - b. The applicant must be 45 years old and below at the time of application.
  - c. The application must fulfil the requirements of the programme's entry qualification, as set by the Ministry of Education Malaysia (MOE) and the Malaysian Qualifications Agency (MQA).
  - d. The programme enrolled must be approved by the MOE and registered with PTPTN.
  - e. The programme enrolled must be accredited by MQA and within the validity period at the application's date. For applicants who have different qualifications, verifications must be obtained from MOE, and/or MQA, as applicable.
  - f. The remaining period of study upon application must be more than one year.
  - g. The applicant must have Skim Simpanan Pendidikan Nasional (SSPN) savings account before applying for PTPTN loan.
- 2. How to apply for PTPTN Loan?
  - a. Please apply online via PTPTN website at <a href="https://www.ptptn.gov.my/elmas-pin-purchase-web/#/">https://www.ptptn.gov.my/elmas-pin-purchase-web/#/</a>
- 3. What should I do if I have updated incorrect information for my Online Application?
  - a. You are required to re-apply PTPTN if you made any of the following mistake:
    - Wrongly updated GAJI KASAR & GAJI BERSIH SEBULAN (Monthly gross and net salary).
    - Wrongly selected NAMA INSTITUSI (name of institution).
    - Wrongly selected NAMA PROGRAM/KURSUS (name of programme).
    - Wrongly selected TARIKH MULA PENGAJIAN (intake date).

Step:

a) Please fill up Borang Pembatalan dan Penolakan Tawaran PTPTN (downloaded from PTPTN website) and submit to any PTPTN office nearby.

- a. Buy a new pin number from Bank Simpanan Nasional.
- b. Apply online within the next application date.
- b. You are required to **update correct information** if you made any of the following mistakes:
  - Wrongly updated BUTIRAN PERIBADI (personal details).

• Wrongly updated NAMA BANK/NO. AKAUN BANK (name of Bank/Bank account number). **Step:** 

# a) Please fill up Borang Perubahan Maklumat Pelanggan (downloaded from PTPTN website) and submit to any PTPTN office nearby.

4. Can I change a programme or major after my PTPTN Loan has been approved? You are not allowed to change your programme or major after your loan has been approved by PTPTN. However, you may apply to continue the existing loan, provided your conversion of programme or major has been approved by the University and that you **do not extend** any of your semester.



Documents that are needed:

- a. Please fill up Borang Permohonan Pertukaran Kursus (downloaded from PTPTN website).
- b. **Offer letter** and **transcript** for the new programme.
- c. Offer letter and transcript from the previous programme.
- d. **Confirmation letter** which states that you are not repeating any semester. (To request from the Faculty Office: ready after 3 working days)
- e. Completed form are to be sent directly to any PTPTN Office nearby.

However, if you your change of programme or major involve in extending your semester, therefore you must terminate and re-apply PTPTN.

### Step:

a) Please fill up Borang Pembatalan dan Penolakan Tawaran PTPTN (downloaded from PTPTN website) and submit to any PTPTN office nearby.

- a. Buy a new pin number from Bank Simpanan Nasional.
- b. Apply online within the next application date.
- 5. Do students need to pay the tuition fees whilst applying for PTPTN Loan? Yes, students who are applying or have applied for the PTPTN loan are required to PAY THEIR CURRENT OUSTANDING FEES WHENEVER IT IS DUE. Confirmation of receiving 1<sup>st</sup> PTPTN payment are only upon final approval from PTPTN after successful submission of documents.
- 6. How much of PTPTN loan will I get?

This will depend on the applicant's financial background and monthly income of the family. You may refer to the table below as a guide:

### Degree Programmes

Income Range	Loan Amount	
	(Arts)	(Science)
BKM Recipients (Student/Parents)	RM13,600/Year	RM14,030 (per year)
Income < RM8,000	RM10,200/Year	RM10,520 (per year)
Income > RM8,000	RM6,800/Year	RM7,010 (per year)

### Foundation/Diploma Programmes

Income Range	Loan Amount
BSHR Recipients (Student/Parents)	
Income < RM8,000	RM5,100 /Year
Income > RM8,000	RM3,400/Year

- 7. When is the expected disbursement of PTPTN loan?
  - a. The loan disbursement will be credited directly to the student's personal savings account with CIMB Bank.
  - b. 1st payment will be made after 21 days after successful submission of documents to PTPTN.
  - c. Subsequent payments will be made three times per academic year.

### Please refer to schedule below for the tentative dates of payment



Trimester	1 <sup>st</sup> Batch	2 <sup>nd</sup> Batch
November	24 November	7 December
Мау	24 May	7 Jun
September	24 September	7 October

\*Please be advised that this payment schedule is subject to changes

- d. The subsequent payments will be made available after PTPTN receives the confirmation from the University that the student is progressing into the following semester and has obtain a <u>GPA</u> <u>of 2.00 and above</u> or a **PASS** in the previous semester.
- 8. What will be the possible cause(s) of PTPTN loan disbursement suspension? The disbursement of loan will be suspended for any of the following reason(s):
  - Student obtained a GPA of less than 2.00/4.00 or FAIL in the previous semester.
  - Student defer his/her study
- 9. What are the terms and conditions to apply for PTPTN loan repayment exception?
  - a. Awarded with First Class Bachelor's Degree by the Higher Education Institution.
  - b. Attended full-time bachelor's degree programme.
  - c. Completed programme within the period stated in the loan agreement.
  - d. Programme completed must be accredited by the MQA.
  - e. The PTPTN loan does not overlap with any other sponsorship.
  - f. The application for exemptions must be submitted within 12 months from the date of your convocation.
  - g. Students must be under the
  - h. B40 and M40 household's income category upon graduation with effect from 1 January 2019
     B40 household income less than RM3,860/month
     M40- household income more than RM3,860 and less than RM8,319/month

### Documents that are needed to be attached:

- a) Fill up the *Akuan Peminjam* form. You can download the form from PTPTN website at <a href="https://www.ptptn.gov.my/borang-bayaran-balik-side">https://www.ptptn.gov.my/borang-bayaran-balik-side</a>
- b) Certified true copy of First-Class Bachelor's Degree.
- c) Certified true copy of academic transcript.
- d) Certified true copy of accreditation certificate from MQA.

# Note: All documents (b, c and d) must be certified by the EXAM Unit, Registrar Office MMU Completed form and documents are to be sent directly to any PTPTN Office nearby.



- 10. What is the PTPTN loan interest rate?PTPTN loans are subject to a flat rate interest of 1%.
- 11. Who should I call if I need more information about the PTPTN loan? You may call the following numbers:
  - a. PTPTN CALL CENTER: 03- 2193 3000
  - b. BURSARY UNIT, REGISTRAR OFFICE
    - Cyberjaya Campus Telephone Number: 03-8312 5619 / 5957
       Melaka Campus
    - Telephone Number: 06-252 4155 / 3439 Email: <u>bursary@mmu.edu.my</u>