

# Entry form: Malaysia

## Practical or Theory exams



**Thank you for choosing ABRSM for your music exams.**

**Please use this entry form for**

All Practical subjects (Prep Test & Grades 1–8)  
Performance Assessment (for adults & for candidates with specific needs)  
Theory exams (Grades 1–8)

**Separate forms must be used for Theory and Practical entries**

Please do not enter candidates for Theory and Practical exams on the same form.

This form provides space (in section 3) for up to 10 candidates. If you wish to enter more, please use additional forms.

**There are separate forms for**

Ensembles, Choral Singing and Diplomas

**When entering candidates you will also need to make reference to the following sources of information:**

- **Examination Information & Regulations booklet**  
International Edition
- The current **syllabuses**
- Current **Dates and Fees leaflet**
- The guidance notes provided on this form

All of the above information is available from your local Representative, or our website: [www.abrsm.org](http://www.abrsm.org).

**If this is the first time** you have filled in an entry form, please read the guidance notes first. If you need further information or guidance, please contact your local Representative.

## Guidance notes

### Glossary particularly for first-time applicants

- Applicant** The **applicant** is you, the person filling out the form and making payment. You may be applying on behalf of the exam candidate(s) (eg you are a teacher, a parent or guardian, or a school head), and must be aged 18 or over.  
You may be applying for yourself (you must be an adult to do this) and you are therefore also the candidate.
- Candidate** A **candidate** is someone who will be taking an exam. This may be your pupil, child, a member of your school, or yourself.
- Entry** An **entry** is an application for the examination of any number of candidates at the same centre, on the same date and for whom the same presenter's name will be shown on the mark forms and certificates. The entry may consist of more than one form.
- Multiple entries** A **multiple entry** consists of a number of separate entries made by one applicant who requests that candidates should be examined *either* at different centres *or* for whom different presenters' names are to be shown on mark forms and certificates. In such cases a *separate* entry form should be used.
- Certificate** The exam **certificate** shows who has presented the candidate. You may not want this to be you – for example, it could be your school or institution, or your teacher if you are entering yourself. Make sure you tell us which name you want to be on the certificate in section **1b** of the entry form.

### Completing this form

**Please complete** sections 1 to 4 of this form.

**Please write clearly in the boxes in BLOCK CAPITALS.** A box should be left blank between names.

**When you have completed the form**, tear off the fold-out page of notes and keep it for your own information. Send the top and carbon copies of the completed form with the fees to your Representative.

## 1a Applicant information **all applicants**

Applicant Number

Title  for example Dr, Mr, Mrs, Mdme, Miss, Ms

Name  **please underline family name (surname)**

Identity card number

Degrees/Diplomas  *optional*

Address  *line 1*

Address  *line 2*

Address  *line 3*

Address  *line 4*

Post code

Country

Home telephone

Work telephone

Hand phone

Fax

E-mail

Practical / Theory  insert **P** or **T**

*you may tick more than one*  Music School/organisation

Music Teacher

Parent/Guardian

Self-entry

*tick if applicable*  My address/contact details have changed since my last entry

## 1b Certificate information **optional**

Name of presenter

## 1c Place of examination **all applicants**

See back page for list of States and Centres

State

Centre

## 2 Practical exam date preferences **optional**

Please note that completing this section does **not** guarantee that your choice will be met

First choice  June, July, August

Second choice  June, July, August



## 1a Applicant information notes

**The applicant is the person (aged 18 or over) making the entry who acts on behalf of the candidates. Adult candidates may enter themselves. All communication will be with the person named as the applicant. It is the applicant's responsibility to pass on relevant information to the candidate/parent/teacher.**

Note: Data Protection  
The processing of personal data by ABRSM is regulated by the UK Data Protection Act 1998, under which ABRSM is registered (registration number Z6618494).

**Applicant Number** If you have given your Applicant Number and your contact details have not changed, please complete Title and Name only.

If you do not know your Applicant Number or this is your first entry please give your full address and home telephone, work telephone, fax and mobile (cellphone/handphone) numbers including codes, and email address. Communications concerning your candidates' exams will normally be sent by mail.

Please tick at least one of the boxes to indicate whether the applicant is a Music School, Music Teacher, Parent/Guardian or Self-entry. You may tick more than one box if appropriate.

**Practical/Theory** Please write **P** if you are making Practical entries or **T** if you are making Theory entries.

**Applicant details** The applicant's details (Title, Name, Degrees/ Diplomas) will be shown on the certificate for graded music exams as being the person who presented the candidate unless you give other details in section **1b**. If the details given total more than 40 characters (including spaces) we may need to edit this information.

## 1b Certificate information notes

If you do not want the applicant details to be shown on the certificate as the person who has presented the candidate, please complete this section. Write the full name of the presenter exactly as you would like it to appear on the certificate, leaving a blank space between each name. A maximum of 40 characters is available.

## 1c Place of exam notes

**State and Centre** For Practical and Theory entries, please enter the place of exam (i.e. State and Centre) where you would prefer your candidates to be examined. Please refer to the list of States and Centres on the back of this form.

Please also refer to Regulations 6 and 7, Place of examination, in the Examination Information & Regulations booklet.

## 2 Exam dates notes

**Practical** Where possible we will take into consideration any date and time preferences noted here when allocating exam appointments. However, we are not able to guarantee that your preference will be met.

Appointments may be given for any date(s) within the whole of the exam period subject to the availability of ABRSM examiners, so please ensure your candidates are ready for an exam from the first day of the exam period. See Regulation 8.

Please note that practical exams cannot begin later than the appointed time and late candidates will not be heard.

All candidates for practical exams should report for registration at least 30 minutes before the exam appointment.

On the day of the exam please show the steward either your identity card or your birth certificate with an endorsed photo attached as proof of identity.



## Important instructions and information

### Completing the entry form

**Place of exam** Please refer to this list when completing section 1c

State	Practical exam centres	Theory exam centres
Kuala Lumpur	Kuala Lumpur	Kuala Lumpur Bangsar Kuala Lumpur Keramat Kuala Lumpur Pudu Kuala Lumpur Sentul
Johor	Batu Pahat Johor Bahru Kluang Muar Segamat	Batu Pahat Johor Bahru Kluang Kota Tinggi Kulai Muar Pasir Gudang Pontian Segamat
Kedah	Alor Star Sungai Petani	Alor Star Sungai Petani
Kelantan	Kota Bharu	Kota Bharu
Labuan	Labuan	Labuan
Melaka	Melaka	Melaka
Pahang	Cameron Highlands Kuantan Mentakab	Bentong/Raub Cameron Highlands Kuantan Temerloh/Mentakab
Penang	Bayan Lepas Butterworth Georgetown	Bukit Mertajam Butterworth Georgetown
Perak	Ipoh Lumut Taiping	Ipoh Sitiawan Taiping Tanjung Malim Teluk Intan
Pertlis	Kangar	Kangar
Putrajaya	Putrajaya	Putrajaya
Sabah	Kota Kinabalu Kota Marudu Kudat Lahad Datu Sandakan Tawau Tenom	Kota Kinabalu Kota Marudu Kudat Lahad Datu Sandakan Tawau Tenom
Sarawak	Bintangor Bintulu Kuching Limbang Miri Sarikei Serian Sibu	Bintangor Bintulu Kuching Limbang Miri Sarikei Serian Sibu
Selangor	Kajang Klang Petaling Jaya Shah Alam Subang Jaya	Ampang Banting Damansara Kajang Klang Petaling Jaya Puchong Shah Alam Subang Jaya Tanjong Karang
Negeri Sembilan	Port Dickson Seremban	Kuala Pilah/Bahau Port Dickson Seremban Tampin
Terengganu	Kuala Terengganu	Kuala Terengganu