





I understand that while SEDA Malaysia takes due precaution in the safety of the course participants, SEDA Malaysia shall not be liable or held accountable in any way for any accidents or mishaps that occur in the course of the training. I agree that I shall be responsible for my own safety in particular during the practical exercises which involve live electrical wiring and physical endurance.

I understand that I am expected to behave in a polite and appropriate manner and adhere to SEDA Malaysia's rules and requirements when attending courses. SEDA Malaysia reserves the right to exclude participants or abandon the course in the event of any disruptive, abusive or threatening behavior by an individual or group of participants. In such an event, no refund of fees will be payable.

I have read all the information with respect to this course and confirm that I meet all the requisites as listed above and that I agree to comply with all the terms and conditions set out herein as well as all the safety requirements of SEDA Malaysia and that of any host appointed by SEDA Malaysia and to follow the directions of the staff and trainer(s) while undertaking the course.

I also understand that the **training fee is not refundable**. Any postponement of my participation must be made at least one (1) month before the training date. I am not allowed to postpone the training dates if I am unable to find a replacement by the date falling 1 month before the registered training date.

\_\_\_\_\_  
(Signature)

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

Date: \_\_\_\_\_

### **Important Terms and Conditions:**

1. For those participants who pay using **Local Orders (LOs)**, all LOs must be received by the training administrator by **the end of the examination day**, failing which, SEDA Malaysia reserves the right to withhold any results/ PEA/ certificates and all other related matters.
2. Each participant will have to email or fax his/her payment slip or photocopy of cheque (together with the bank-in slip) as **proof of payment** to the training administrator ([pvtraining@seda.gov.my](mailto:pvtraining@seda.gov.my)).
3. For those participants who **pass**, all **certificates of passing** shall only be made available after **all payments** have been **cleared** regardless of mode of payment.
4. All **other payment modes** must be **cleared** on or before **two weeks** before the **start of the courses**.
5. Participants who have registered are allowed to make only **one postponement** and must inform the organizer in writing **not less than one month before the start of the course**. The participant must then **attend the next immediate** course and there shall be **no more postponements**, failing which **the fee paid will be forfeited**.
6. Only those who are **Malaysians** are entitled for the '**local participant**' fee.
7. Limited to only **15 participants** per training session. The registration will only be **confirmed upon receipt of the applicable fees**. A company may register more than **one** participant. However; priority will be given to **only two** participants per company. Subsequent registered participant(s) may be accepted depending on the availability of seats closer to the training date.
8. Participants will also be provided with **MS1837:2010, MS2440:2012** and **solar PV training books** to be used during the training session.
9. Cancellation of classes will be subjected to the respective institution discretion. SEDA Malaysia is not responsible if there's any cancellation of class. However **participant will be notified of the cancellation TWO weeks before the class begun and have the option of refund or reschedule to another date**. All of the administrative part of this will be done by the respective institutes and please contact them for more info.

Please email or fax the payment slip or photocopy of cheque (together with the bank-in slip) as proof of payment with the completed Application Form accordingly to the respective institution training administrator or email to [pvtraining@seda.gov.my](mailto:pvtraining@seda.gov.my)

**Universiti Teknologi MARA (UiTM)**

Account No : 105140003299  
Bank's Name : **Affin Bank Berhad Cawangan UiTM**  
Aras 2, Menara Sultan Aziz Shah  
Universiti Teknologi MARA  
40450, Shah Alam  
Payee : Bendahari Universiti Teknologi MARA (UiTM)  
Being : Payment for PV Systems Design Course  
Swift code : PHBMMYKL  
Address: The Design and Installation of Grid-Connected PV Systems Training  
Bendahari Universiti Teknologi MARA  
Zon 16, Unit Kewangan (Perundingan)  
Aras 2, Bangunan Wawasan  
UiTM Shah Alam  
40450, Shah Alam  
Selangor Darul Ehsan  
(Attn: Training Administrator)  
**Tel: 603-5521 1992, Fax: 603-5521 1990**

**OR**

**Selangor Human Resource Development Centre (SHRDC)**

Account No : 1205-130536605-8  
Bank's Name : **CIMB Bank Berhad**  
Bangunan UMNO  
Lot P5.5, Persiaran Perbandaran  
Section 14  
40000, Shah Alam  
Selangor  
Payee : Selangor Human Resource Development Centre (SHRDC)  
Being : Payment for PV Systems Design Course  
Swift code : CIBBMYKL  
Address: The Design and Installation of Grid-Connected PV Systems Training  
Selangor Human Resource Development Centre (SHRDC)  
No. 1, Ground Floor, Block 2, Pusat Perniagaan Worldwide,  
Jalan Tinju 13/50, Section 13,  
40100, Shah Alam,  
Selangor, MALAYSIA.  
(Attn: Training Administrator)  
**Tel: 603-5513 3560, Fax: 603-5513 3490**