



## ACADEMIC/PROFESSIONAL QUALIFICATIONS

As the immediate superior of \_\_\_\_\_ I certify that the details given in this Application Form are true and correct. I also certify that the applicant is of good character and a proper person to be admitted as a member of MAPSA.

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

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Contact: (Office) \_\_\_\_\_

## DECLARATION

I wish to apply for membership with MAPSA and accordingly agree to abide by the MAPSA Constitution as set out by the Association and such amendments as may be made from time to time.

### I enclose copies of the following documents:

- 1 Certificates to verify my qualifications
- 2 Testimonials from past employers to support my administrative/secretarial experience

I declare that all particulars furnished by me in this application are true and accurate.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

## MODE OF PAYMENT

### CHEQUE PAYMENT

Please make cheque payment to **MAPSA** and send to Rumah MAPSA at:

**15 Lorong Tempinis Kiri Satu, Lucky Garden, Bangsar, 59100 Kuala Lumpur.**

Please indicate your name and mobile phone number at the back of the cheque.

### DIRECT REMITTANCE

Bank : Public Bank Berhad

Bank Account no : 3109312235

Bank Account Name : Malaysian Association of Professional Secretaries & Administrators

Please scan a copy of your deposit slip via email to [Membership@mapsa-malaysia.com](mailto:Membership@mapsa-malaysia.com)

## MEMBERSHIP PAYMENT

**Entrance Fee: RM120.00**

**Annual Subscription Fee: RM100.00**

Please find enclosed a crossed cheque ref:

Bank \_\_\_\_\_ # \_\_\_\_\_, dated \_\_\_\_ (D) \_\_\_\_ (M) \_\_\_\_ (Y) for the total amount of

RM \_\_\_\_\_ in payment of the entrance and the current annual membership subscription fee.

## OFFICIAL USE ONLY

Date Interviewed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Type of Membership: \_\_\_\_\_

Date of Acceptance Letter: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Approved By MAPSA Governing Council:**

\_\_\_\_\_  
**Signature of MAPSA President**

\_\_\_\_\_  
**Date**