



MINDT TRAINING & CERTIFICATION SDN BHD

NO. 18, JALAN TANJUNG SD 13/2, BANDAR SRI DAMANSARA, 52200 KUALA LUMPUR, MALAYSIA

Tel : +603-6280-3448

Fax : +603-6280-3384

E-mail : infor@mindt.com.my

DOCUMENT NO.:	F08-SM-03	DOCUMENT NAME :	JOINING INSTRUCTION	EFFECTIVE DATE:	REVISION :
				06/03/2019	05

JOINING INSTRUCTION	F08-SM-03
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STUDENT NAME	
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COURSE METHOD (tick where applicable)	<input type="checkbox"/> UT <input type="checkbox"/> MT <input type="checkbox"/> PT <input type="checkbox"/> RI <input type="checkbox"/> WI
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AWARDING BODY	MINDT TRAINING & CERTIFICATION SDN. BHD (ATO) No.18, Jalan Tanjung SD13/2, Bandar Sri Damansara, 52200 Kuala Lumpur, Malaysia
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SESSION TIME	Monday – Friday (except Public Holidays) / 0830 hours- 1730 hours.
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GPS LOCATION	Latitude 3.18783 Longitude 101.60486
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PUNCTUALITY	Participant are required to observe the stipulated time or any other time as determined by the training centre.
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COURSE REGISTRATION	Registration hours are from 0800 – 0830 hours.
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COURSE FEE	The fee stated in Course & Exam Fee structure (attachment) shall include Course Notes, Stationary, Lab & Training equipment, handout. There is " No Hidden Extras ".
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ADDITIONAL INFORMATION	Ensure that your name listed in the Daily Student Attendance Log Sheet is correctly spelt, otherwise amend appropriately. Certificate for Successful Completion of Training shall be issued based on the name recorded in the student attendance register.
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ASSESSMENT	Applicable
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CERTIFICATE	Upon successful completion of training, student shall be awarded a "Certificate for Successful Completion of Training". The passing benchmark is 70%. Only when this is achieved, shall a "Certificate for Successful Completion of Training" be issued. However, where further training route is required, counselling shall be provided to include additional training and assessments in his/her area of weakness. Further evidence of such training shall be documented in the Student Counselling Form.
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EXAMINATION	Only upon a successful completion of training, could a candidate apply and attempt the PCN examination. However, it will require a minimum of 5 working days for the examination pack to be processed and delivered from the examination centre in UK.
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ATTIRE	There is no dress code requirement, however student are advised to wear proper attire and shoes; slipper or sandals are strictly prohibited.
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TRAINING EQUIPMENT	All training equipment, course notes and stationary shall be provided. However, if a student insists to use his / her own training equipment, prior arrangement must be obtained from the training centre and a valid conformance certificate must be presented as proof for conformity.
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PERSONNEL PROTECTIVE EQUIPMENT	There are practical training activities that may take place in work station where protection from injury is essential. Hard toecap foot wear is highly recommended. Our personnel have the right to denied you access to work station, if they deemed that you are not properly protected.
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ACCOMMODATION	Accommodation could be arranged for upon request
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TRANSPORTATION	Transport arrangement could be arranged for upon request and applicable fees shall be at the discretion between the participant and the transporter.				
REFRESHMENT	Coffee for morning and afternoon break is available. Lunch is not provided.				
SAFETY & HEALTH	The Safety and Health of every student is of high priority and students are to take responsibility for performing training in accordance to safety standards and practices and take every reasonable measure to ensure a safe training environment.				
AFTER THE COURSE	You should constantly aim to update and refresh your knowledge. Further training could improve and enhance your career or your business. Consider other NDT courses offered. For further details of course schedule and availability, kindly logged onto our website at :- www.mindt.com.my				
CONTACT INFORMATION	MINDT TRAINING & CERTIFICATION SDN. BHD Tel : +603 – 6280 3448 (0830 – 1730 hours) Fax : +603 – 6280 3384 Email : info@mindt.com.my Web : www.mindt.com.my +6017 – 473 7775 - Wendy +6012 – 268 6402 - Had'Ain				

STUDENT'S NAME	
STUDENT'S SIGNATURE	
DATE	

I have read and fully understand the above-mentioned requirements.



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COURSE & EXAM FEE STRUCTURE

1.	Event	MAGNETIC PARTICLE TESTING (MT Level II PCN)
	Event Duration	5 days (40 hours requirement)
	Exam Duration	1 day
	Event Fee	RM 2950.00
	Exam Fee	RM 3550.00
	SST Fee	6%

2.	Event	PENETRANT TESTING (PT Level II PCN)
	Event Duration	5 days (40 hours requirement)
	Exam Duration	1 day
	Event Fee	RM 2950.00
	Exam Fee	RM 3550.00
	SST Fee	6%

3.	Event	WELDING INSPECTOR (WI Level II PCN)
	Event Duration	8 day (64 hours requirement)
	Exam Duration	1 day
	Event Fee	RM 3900.00
	Exam Fee	RM 3850.00
	SST Fee	6%

4.	Event	RADIOGRAPHIC INTERPRETATION (RI Level II PCN)
	Event Duration	7 days (56 hour requirement)
	Exam Duration	1 day
	Event Fee	RM 3900.00
	Exam Fee	RM 3850.00
	SST Fee	6%

5.	Event	ULTRASONIC TESTING (UT Level II PCN)
	Event Duration	15 days (120 hour requirement)
	Exam Duration	1 – 4 days (depending on Nos. of category applied for)
	Event Fee	RM 5250.00
	Exam Fee	RM 4750.00
	SST Fee	6%

- All fee structure quoted shall include Course Note, Stationary, Course Work, Training Equipment, Training Specimens, Consumables, Gloves, Face Mask, & Apron for the duration of the training.
- There shall be no " No Hidden Extras "
- 6% SST (Sales & Services Tax) applicable from 1st March 2019