



## APPLICATION FOR ADMISSION

Please  
attach  
2 recent  
photographs

**INSTRUCTION FOR APPLICANTS:** The application must be filled out and returned to the Admissions Office, GLOBAL COLLEGE, P.O. BOX 24621, 1301 NICOSIA-CYPRUS. In addition to this application, the following items must be received before a final decision concerning admission can be made:

- A €100 non refundable application fee. This application cannot be processed unless accompanied by the fee.**
- Official transcripts. (Copies of all educational qualifications).**
- Copy of the student's passport.**
- Two passport-size photographs.**

Semester for which you are applying:		Programme of study you are applying for:	
FALL (September)	200..... Deadline AUGUST 31	FOUNDATION COURSE	
SPRING (February)	200..... Deadline DECEMBER 31	DIPLOMA	BUSINESS ADMINISTRATION
SUMMER SESSION (June)	200..... Deadline APRIL 30		COMPUTER STUDIES

PERSONAL DATA			
NAME	FIRST	MIDDLE	SURNAME
Permanent Mailing Address		Present Mailing Address (if different)	
City:		City:	
Country:		Country:	
Tel:		Tel:	
Fax:		Fax:	
E-mail:		E-mail:	
Birthdate	Day	Month	Year
Place of Birth	Passport No		
ID Card / Passport No	Date of Issue		
Country of Citizenship	Day	Month	Year
Country of Origin	Place of Issue		
Nationality	Expiry Date		
Religion (Optional)	Day	Month	Year
Gender	Male	Female	
Marital Status	Single	Married	

STUDENT VISA: An international student who has been accepted at Global College will need an entry visa to Cyprus. Global College will make all necessary arrangements for the issuance of a student visa. Student visas are issued by the Cyprus Immigration Authorities and will be available at the port of entry. Students visa are issued within one month from the date all required papers have been submitted by the college to the Immigration Authorities. The college will fax a copy of the visa to the student as soon as it has been issued, provided the student has submitted the Bank Letter of Financial Support, the letter of Good Conduct, exit visa, copy of passport, the international Student Guarantee and the Payment of tuition for the first semester to the Office of Admissions. International students from China, India, Pakistan, Sri-Lanka, Nepal and Bangladesh will need to apply for a student visa from the Cyprus Embassy/Consulate from their country of origin.

### EDUCATIONAL BACKGROUND

**SCHOLASTIC RECORD** (list in chronological order all colleges and universities)

Name of School	Location	Attendance (From – To)	Date of Graduation	Degree	Major Program

### FINANCIAL DETAILS

**To Be Signed By All Applicants**  
It is understood that incorrect or falsified information will be grounds for disapproval of this application or dismissal from the college. The undersigned agrees to pay all financial obligations if admitted to and attending the college, including obligations incurred if financial aid is terminated, reduced or postponed for any reason.

Applicant's Signature \_\_\_\_\_

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

### FOR OFFICIAL USE ONLY

	Amount	Receipt No	Date
Application Fee			
Down Payment			
Immigration Deposit			
Medical Insurance			

**STUDENT'S PERSONAL STATEMENT**

**AUTOBIOGRAPHY:**

**PURPOSE/OBJECTIVES:**

1 Students are expected to attend classes regularly. In case of absence due to sickness, a doctor's certificate should be provided. 2 Students should be in class within five minutes from the time the lesson has started otherwise they may not be accepted in the class and will be marked absent. 3 Personal property brought into college premises is at owner's risk. The college accepts no responsibilities for loss or damage to such property. 4 The Registrar / Principal must be informed immediately of any changes of address. 5 The college reserves the right to make essential modifications or changes to courses. Courses offered are subject to demand. 6 Fees paid are not refundable, particularly when a student is withdrawn from the college. 7 All Students must sign an undertaking (to be countersigned by the parents) to be of good behavior. 8 The Director of Studies or Principal may decide to remove any student from the college if in his judgment such action is in the interest of the college. Under these circumstances, fees for the whole of the term remain payable and fees already paid will not be refunded. 9 If a student wishes to withdraw from the college, one term's notice must be given in writing. Such notice must be received by the college on or before the first day of the last term to be attended by the student. Receipt of this notice must be confirmed in writing by the Bursar. Failure to give a full term's notice will result in one term's fees being payable. 10 Notice of discontinuation of any subject must be given in writing one full term in advance to the Principal; otherwise payment for the next term will be required. The college must confirm receipt of this notice in writing. 11 Timetables and fees may be altered at short notice should circumstances demand it. The principal reserves the right to reduce the standard hours of tuition for groups of three or less. 12 Students are jointly and severally liable for damages caused by them to the college premises or its contents. 13 Students are jointly liable for the loss of library books, journals, magazine and newspapers. A book deposit of CYE 25 against its loss will be required. 14 Global College reserves the right to make alterations to programs shown in the prospectus. 15 Any alterations to the above terms & conditions are rendered void unless confirmed in writing by the Principal. **Note:** These conditions come into effect upon enrollment of the student.

**DECLARATION**

I, HEREBY, DECLARE THAT I HAVE READ THE PROSPECTUS OF THE COLLEGE AND AGREED TO ABIDE BY THE REGULATIONS OF THE COLLEGE AND UNDERTAKE TO BE OF GOOD BEHAVIOUR.

APPLICANT'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_