In association with PRIFYSGOL CYMRU UNIVERSITY OF WALES

TASMAC LONDON SCHOOL OF BUSINESS

Application for Admission

PLEASE COMPLETE THE FORM IN BLOCK / CAPITAL LETTERS AND IN BLACK INK

Admission decisions depend on information provided within your application. Our aim is to receive a complete profile of the applicant before making the admission decision. It is therefore in your best interests to complete the application form in full and provide as many details as possible. If space is insufficient, please attach additional sheets. Wherever options are provided please tick appropriate option.

1. Choice of Semester Abroad Module

Module Name		Module Name	
Preferred Option 1.	_____	Alternative Option 1.	_____
Preferred Option 2.	_____	Alternative Option 1.	_____
Preferred Option 3.	_____	Alternative Option 1.	_____
Preferred Option 4.	_____	Alternative Option 1.	_____

4. Semester APPLIED FOR :

☐ 5th October 2009 ☐ 8th February 2010 ☐ 7th June 2010 ☐ 4th October 2010 ☐ 7th February 2011

5. PERSONAL DETAILS :

Title: Mr/ Ms/ Mrs/ Other ☐ First Name : _____

Second Name (if any) : _____ Last Name : _____

Nationality : _____ Date of Birth : DD ☐☐ MM ☐☐ YY ☐☐ Country of Birth : _____

Home Address : _____

Country : _____ Area/ Postcode : _____

Telephone Number : _____ Mobile Number : _____

Fax Number : _____ Email : _____

Address for Home Institution

Address : _____

Country : _____ Area/ Postcode : _____

Semester Abroad Coordinator _____ Telephone Number _____

Fax Number : _____ Email : _____

Would you like us to arrange accommodation for you ☐ YES ☐ NO

Please Note : Accommodation bookings must be for a minimum of one semester. One month's notice is also required to leave your accommodation and you must inform the school.

All courses are in English. You will therefore need to have working knowledge of the language.

English Language Qualifications : Please state which qualifications you have or intend to take and provide the Grade/ Score below, if known (e.g. TOEFL/ IELTS)

English	Date Awarded	Grade/ Score

6. EDUCATION

Dates		Qualification (eg. A level/ GCSE/ High School/ Degree)	Name and Address of School/ College/ University	Grade/ Percentage/ Result achieved
From (year)	To (year)			

9. SUPPORTING STATEMENT :

Please indicate your reasons for wishing to do this programme and what you hope to gain from it (minimum 200 words). Please use additional sheet(s), if required.

10. DECLARATION

I confirm that to the best of my knowledge, the information given in this form is correct and complete. I confirm and agree to the following terms and conditions:

1. TASMAC London will not refund the deposit in case a visa has been granted to me or for any other reason due to which I do not join the programme.
2. In case of visa refusal, TASMAC London will refund the deposit(or full fees if the student has paid full fees in place of the deposit) without any deductions, provided the original Visa Refusal Letter from the British High Commission is submitted by me.
3. The School has the right to stop my course of study, if attendance is insufficient.
4. TASMAC will report international students, who have been missing from classes for two weeks, to the UK Home Office/ UK Border Agency.
5. I understand that the modules are offered depending upon the number of students choosing the particular specialisation. If the number of students for a particular modules are insufficient, I understand that lectures for those modules will not be conducted in that particular semester.
6. I understand that students must arrive on time for their programme of study at TASMAC London, as per the date mentioned on the acceptance and visa letter. If there is any reason to delay arrival and registration for the course, students must take prior approval from TASMAC London. If there is no written approval for the same, students may be asked to start their course in the next intake.
7. I am subject to the rules and regulations of TASMAC London. These regulations are mentioned in the Student Handbook.
8. Payments must be made in accordance with the fee sheet as provided by TASMAC London. A place cannot be reserved for students who fail to meet their financial commitments.
9. I will pay my fees on the due date. If not, I will be liable to pay the late fee / not be allowed to appear for the examinations. I am aware and accept that fees once paid are not refundable.
10. I am aware that TASMAC London reserves the right to alter dates, fees and programme content without prior notice.
11. I am aware that disciplinary action will be taken against students for any inappropriate form of behaviour or code of conduct. TASMAC London reserves the right to expel any student for improper conduct or any conduct that interferes with the well being of other students, staff or the reputation of TASMAC London.
12. TASMAC London accepts no legal liability in the case of accidents, illness, loss of or damage to, personal effects and mail. Students will be required to pay for any damage they cause to the premises and/ or property of TASMAC London or their accommodation.
13. I agree that my registration, attendance and progression details may / will be disclosed by TASMAC London to the relevant Immigration and Home Office authorities.

Date : _____ Applicant's Signature _____

11. APPLICATION CHECKLIST

Please use the checklist below to ensure that your application is complete with all documents before it is submitted.

- ☐ Fully Completed and Signed Application form
- ☐ Photocopy of your passport
- ☐ 1 Reference Letter in English
- ☐ Copies of Academic Transcripts In English
- ☐ Copy of IELTS/ TOEFL scores (if applicable)
- ☐ 2 passport sized photographs

FOR OFFICE USE ONLY

Date : _____ Approved by : _____

Conditions (If unconditional leave Blank) : _____

TASMAC LONDON SCHOOL OF BUSINESS

TASMAC London School of Business
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