



Work Experience (if any):				
Job Title	Name of Organization	Full/Part-time	From	To

**Father/Guardian's Particulars**

Father/Guardian's Name: \_\_\_\_\_ Profession: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Course**

Title of Course: \_\_\_\_\_

**Admission Status:**  Fresh  Transfer **Award:**  Diploma  Certificate  Short Course

**Enrolment:** Year: \_\_\_\_\_ **Semester:**  Fall  Spring  Summer

**Hobbies**

State your main hobbies (music, reading, swimming, football, cricket, traveling etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**How did you hear about the College?**

Newspaper/Magazine  Relative/Friend  Seminar  Board Hoarding

Other Sources (please state) \_\_\_\_\_

## Accommodation

Do you require accommodation during your studies at ITHM?

Yes

No

## General Undertaking

I confirm that all the information provided on this form is correct, and, if admitted I agree to abide by all the rules and regulations of ITHM.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Day Month Year

## ENROLMENT PROCEDURE

1. Complete the Application for Admission, and send it with:
  - a. Attested copies of educational documents.
  - b. 4 passport size photographs.
2. When your application has been processed, the College will issue a Letter of Acceptance (LOA).
3. Upon deposit of your fees, the College will issue a Letter of Enrolment (LOE).

## Have you...

- Completed ALL sections? (Please ensure all sections have been completed in full)
- Attached ALL required documents?
- Signed the declaration?

**FOR REGISTRY USE ONLY**

Interviewed by \_\_\_\_\_ Date of interview \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Comments \_\_\_\_\_

Course title on which place offered \_\_\_\_\_

Course Code \_\_\_\_\_

Course Level (Certificate, Diploma, etc.) \_\_\_\_\_

Course Duration \_\_\_\_\_

Commencement & Finishing Date \_\_\_\_\_

Date Received \_\_\_\_\_ Processed by \_\_\_\_\_

**FOR FINANCE USE ONLY**

Fee Received  No  Yes Receipt No. \_\_\_\_\_

Cash  Cheque  C. Card  Other

Cheque No. \_\_\_\_\_ Tuition Fee Received  No  Yes

Accommodation Fee Received  No  Yes

Signed \_\_\_\_\_ Date Received \_\_\_\_ / \_\_\_\_ / \_\_\_\_