

Personal Details

First Name:

Last Name:

Nationality:

Address in Germany

Post Code:

Telephone:

Mobile:

Course:

Mode of Study: FT Blended Learning

Next of Kin:

Address:

Telephone:

Gender Male: Female:

Mr/Mrs/Miss/Other:

Date of Birth: (DD/MM/YYYY)

Passport Number:

Permanent Address:

Post Code:

Telephone:

Mobile:

Personal Email:

Start Date:

Relationship:

Email:

Academic Qualifications

Please list all qualifications from intermediate level and at which institutions studied, in date order with the most recent first. Provide copies of certificates and transcripts where appropriate.

Title of Qualification	Awarding Body	Date of Award
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

English Language Proficiency

Do you have a certificate Yes: No:

Work Experience Yes: No:

Employer Name	Role / Responsibility	Start Date & End Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Curriculum Vitae

Reference (Academic or Employer Reference)

Application and Learning Agreement

Student's Application Agreement

- You must co-operate with all requests for documentation from the University.
- You must sign the application form yourself.
- You must inform us of any change in your circumstances i.e. change of address, telephone or email.
- You must adhere to the refund policy of the University as per the terms and conditions
- You must produce evidence of qualifications, academic reference, letters from employers. Anyone found to have given false information or forged documents will be expelled from the University pending investigation.
- The University and its validating partners are the only authorising body for changes of course.
- The terms are in addition to documents at <http://www.universityofbusiness.eu> and any published terms and conditions in the admissions policy and on our website.

Admission Requirement

- Application Form
- Passport
- CV
- Qualifications
- Reference

Learning Agreement

- You have been informed that the degree is from Poland. The courses are offered by European University of Business (Europejskiej Wyższej Szkoły Biznesu, Register No.221 of the Non-Public Universities, Poland).
- You must attend all the classes as per your timetable.
- You must sign the attendance register available to register your attendance.
- You must study attentively; participate appropriately at all lectures, classes, seminars, tutorials and other activities related to your programme.
- All coursework and assessment should be submitted with a plagiarism report.
- You must comply with any professional standards and requirements which are applicable to your programme.
- You must co-operate with all members of staff and fellow students in a polite and professional manner and be a respectful, responsible student.
- You must not cause any harm or damage to Institute property.
- You must act in accordance with any instructions or requirements issued to you from time to time by or on behalf of the Institute.
- If you fail to attend classes without genuine reasons, or fail to submit assignments or pay tuition fees, you will be withdrawn from the course.
- You must inform us of any change in your circumstances i.e. change of address, telephone or email.
- You must pay the re-sit fee for any assessment you may have to retake.
- You must wear your university ID on the lanyard provided at all times whilst in the building.

Terms and Conditions

- The offer and acceptance of a place at the University is made on the understanding that you undertake to observe the terms and conditions of the Charter, Statutes, Ordinances, Regulations and the Learning Agreement of the University. These cover, among other things, payment of fees, attendance, submission of work, attendance at examinations, student discipline, complaints procedure, freedom of speech and equal opportunities policies.
- The University will make every endeavour to deliver courses as described in the prospectus. However, changes may be necessary at times.
- Enrolment fee are non-refundable.
- Tuition fee refund request must be made by email or letter within 14 days of receiving the offer letter. The university maintains a non-refund policy after 14 days from the date on the offer letter. The University will take action to recover the full course fee.
- Obstruction of, or improper interference with, the functions, duties or activities of any student, member of staff or other employee of the University or any authorised visitor to the University will not be tolerated.
- Violent, indecent, disorderly, threatening or offensive behaviour or language whilst on University premises will not be tolerated.
- Students should be professionally dressed at all times.
- All information is processed in accordance to the University data protection policy and privacy statement.

Application Process

When your application has been accepted you will receive a conditional offer letter that you have to accept by email or upon payment of your enrolment fee it is considered accepted by you. The university will issue documents if you require a visa and you do not have to pay any tuition fee until you receive your visa. Once you receive your visa you must transfer the full fee to the accounts above before travelling so that we can notify the border agency that you have complied with the education act.

Disability Monitoring

Do you have a physical disability, learning difficulty or any medical condition which may affect your studies?

Yes: (please give details)..... No:

Criminal Convictions

Please tick this box if you have any criminal convictions. Yes: (please give details)

No:

Declaration and Data Protection

I confirm that, to the best of my knowledge, the information given on this form is correct and complete. I have read the terms and conditions of the Institute and understand and agree to abide by the conditions and regulations set out therein. I understand that my admission will result in a 'Student Contract' being formed between myself and the University and both parties must adhere to the terms of the contract.

The University adheres to the Data Protection and information given on this form will only be used in accordance with terms of registration. It may be necessary to pass information on this form to official EU bodies to assist them in their duties. Information provided may be shared with other organisations for the purpose of administration, careers, statistical and research purposes, e.g. the Police.

If you are applying via a third party, for example an agent or one of our collaborative partners, it will be necessary to share information regarding your application.

Applicant's Signature:

Date:

Interview Officer:.....

Signature: Date:

Official Stamp

Admissions: info@universityofbusiness.eu Administration enquiries: info@euob.eu
www.euob.eu