



Global Academy of Hospitality & Management

G-70, Lucky Plaza, St. Anthony's Road, Colombo 03, Sri Lanka

Tel: +94112576575 www.globalacademy.edu.lk

PHOTO

STUDENT APPLICATION FORM

PLEASE NOTE: ALL WRITING BE IN LEGIBLE BLOCK LETTERS

CENTER NAME:

✓ Please tick the appropriate boxes

I. COURSE SELECTION

Full-Time		Part Time	
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In-House Courses- Global Academy of Hospitality & Management

Diploma in Global Hospitality Management		Certificate in English- Elementary	
Diploma in Global Tourism Management		Certificate in English- Lower Intermediate	
Diploma in Global Business and IT		Certificate in English- Intermediate	
Diploma in Global Logistics & Supply Chain Management		Certificate in English- Upper Intermediate	
Diploma in Global Retailing Management		Preparatory Course for IELTS	
Diploma in Global Beauty Therapy		Preparatory Course for Japanese Language Tests	
Diploma in Global Beauty Management		Other Courses:	

Diploma Courses by Beacon International College, Singapore

Diploma in Global Hospitality Management		Diploma in Global Logistics & Supply Chain Management	
Diploma in Global Business and IT		Other Courses:	

II. PERSONNAL PARTICULARS (Do not leave any blanks, input N/A if not applicable)

FULL Name:		
Date of Birth:	Age:	I/C No.
Sex:	Marital Status:	Place of Birth:
Occupation:	Religion:	
Nationality:	Race:	
Passport No:	Date of Expiry:	Date of Expiry:
Residential Address:		
Email Address:	Tel No:	Mob No:

III. TRAVEL HISTORY

List of the countries that applicant has resided for one year or more during the last 5 years (starting from the latest residential address)

Country/Place	Address	From	To

Antecedent (Only applicable for Singapore or other country transfer students)

Have you ever been refused entry into or deported from any country?	Yes	No
Have you ever been convicted in a court of law in any country?	Yes	No
Have you ever been prohibited from entering any country?	Yes	No
Have you ever entered any country using different Passport or Name?	Yes	No
If any of the answers is "Yes", give details below.		

IV. Contact in Home Country (For international students only)

Address:	
Tel. No (include Area Code) :	Fax No. or Email Address:

V. EDUCATIONAL BACKGROUND (IN CHRONOLOGICAL ORDER)

Name of school/College/Uni	Country	Language of Instruction	Period of Study From To (dd/mm/yy)	Highest Educational Qualification	Educational Certificate No.

Remarks:

V. EMPLOYMENT HISTORY (IN CHRONOLOGICAL ORDER)

Name of the company	Country	Period of Working (dd/mm/yy)	Position Held	Nature of Duties

Remarks:

VI. PARENTS AND/OR STEP PARENTS

Full Name (As appears in travel document)	Relationship	Date of Birth (dd/mm/yy)	Nationality	Occupation

VII. SPOUSE (IF APPLICABLE)

Full Name (As appears in travel document)	Relationship	Date of Birth (dd/mm/yy)	Nationality	Occupation

Pre-Course Counselling Checklist (To be conducted by the authorized agents and consultants before application)

Application requirements and procedures;		Late Payment and Refund policy and processes	
Verify applicant's suitability for the course and that they meet course admission requirement. To match the aspirations of the prospective students with the course learning outcomes		Course admission requirements and any exemption (if applicable); Course modules and outlines; Course duration and assessment schedules	
Total payable fee throughout the course duration. Fee must be transparent so that there are no hidden costs		School's Location(s) and a general description of the facilities and Infrastructures.	
Transfer, withdrawal and deferment policy and processes		Type of certification awarded at the end of the course	
Promotion and award criteria, including any special condition		Overseas Transfer Options to other Institutions	

For international students, additional information must be provided for the following areas:

The Consultant will forward completed Application forms and duly verified copies of supporting documents to Global Academy as evidence of the Consultant's referral.		To liaise regularly with Global Academy in order to confirm receipt of applications, arrange payment schedule.	
To act as a point of contact for Global Academy in the formulation and distribution of Global Academy publicity materials relevant to the recruitment of international students.		To advise Global Academy of any foreign Government initiatives or laws having a direct bearing upon this agreement and the recruitment of international students generally.	
To keep all records of all applications submitted to Global Academy and make such records available to Global Academy on request.			
Consultant shall not collect any consultation fees under the name of Global Academy of Hospitality & Management. Any fee charged by the consultant (in its own name) for assisting the students with their application to Global Academy is up to LKR 50,000.			

The Consultant agrees to provide the following services:

Declaration by Applicant

Applications must be based on true facts. The school reserves the right to disqualify the applicant on failure to do so. Any misrepresentation or omission of information or any contravention of the rules and regulations of the school is sufficient grounds for rejecting your application or for your removal from the course.

1. I understand and agree to the standard conditions for the application for a student and hereby declare that all information provided is true without any deliberate omission.
2. I have read the Marketing collaterals and my Agent/Consultant has conducted Pre-Course Counseling and familiarized me with the course structure and fee payment details.
3. If my application is approved, I will complete the said course of Global Academy of Hospitality & Management, and will comply with the rules and regulations of the school and the Sri Lankan Government.
4. Declaration of Disability: Do you have any physical, sensory, intellectual and developmental impairments / disability that may affect your learning?
Yes No

If 'Yes', please indicate details: _____

6. Data Confidentiality:

Global Academy of Hospitality & Management will handle your personal data in compliance with the Sri Lankan government's rules and regulations. We will maintain the confidentiality of the personal information provided by you in this form. We undertake not to divulge your personal information to any third party (unless it is a legislation and statutory requirement) without your prior written consent.

Global Academy collects my personal information for the purpose of enrolling into the chosen course of study. By providing my personal information in this form, I have given consent that the information may be used for processing my course application by Global Academy and/or its Academic Partners. By signing on this application form, I have read, understood and agreed on Global Academy's Personal Data Protection Statement published on www.globalacademy.edu.lk

Indemnity Clause

** (If under the age of 18 years) on behalf of the student in my capacity as a parent/legal guardian*

The Student (or Parent/Guardian of the student)*

1. ACKNOWLEDGES AND VOLUNTARILY AGREES to take part in all expeditions/trips with Global Academy.
2. ACKNOWLEDGES AND AGREES that the school and its directors, officers, servants, employees, agents or successors, has no obligation, duty or liability to the student in contract, tort, for breach of statutory duty or otherwise beyond that of a duty to exercise reasonable skill and care.
3. AGREES to indemnify and hold harmless the school, its directors, officers, servants, employees, agents or successors and assigns from and against any and all liabilities, losses, damages, claims, suits and expenses, including legal expenses, of whatsoever nature and kind imposed upon,
 - a. Incurred by or asserted against the school, its directors, officers, servants, employees, agents or successors.
 - b. Relating to or arising out of possession use selection delivery purchase or operation of the services of the school or of any activities organized by the school.
 - c. Relating to or arising out of any failure on my part to perform or comply with the terms of any agreement between the school and the student.
4. CONFIRMS that he/she* is in excellent physical and mental health and that he/she* has kept the school informed of any medical
5. CONFIRMS that he/she* understands the contents of this declaration.

Quality Policy

Holding fast to our Core Values and Culture, we are committed to excellence in our products and services through continual improvement in our structure, systems, processes and procedures within the relevant statutory and regulatory frameworks towards the achievement of quality objectives leading to financial sustainability with the long-term view to attain our Vision and Mission.

Applicant's Acknowledgement	Parent's/Guardian's *Acknowledgement (For Applicant under 18 or submission of information on behalf of Applicant)	Agent's / Consultant's Acknowledgement of Pre-Course Counseling Provided
I declare that the above information has been explained clearly to me and I understand thoroughly all the details stated. I've paid my agent Rs. _____ for his/her services. Name: Signature: Date:	Name: Signature: Date:	I declare that I have explained the above information in detailed to the applicant. I confirm that the applicant is suitable for the course. The student is within my country of recruitment. Company Name (Agent)/Name of Consultant: Signature: Date: