

LONDON SCHOOL OF COMMERCE MALTA
PART OF THE LSC GROUP OF COLLEGES

MBA Part-Time
APPLICATION FORM

LSC
Malta

1. Personal Details

Title: Mr : Mrs : Ms: Other (Please Specify) : _____

Surname: _____

First Name: _____

Gender: Male: Female:

Nationality: _____

Date of Birth: _____

2. Address Details

Home Address:

Town / City : _____
County / State : _____
Post Code : _____
Country : _____

Tel : _____

Mobile : _____

Email : _____

Fax : _____

Contact Address (if different):

Town / City : _____
County / State : _____
Post Code : _____
Country : _____

Tel : _____

Fax : _____

How did you hear about the course?
Friend : Media (Adverts / Exhibitions etc.) : Internet: Representative :
Please briefly give details :

3. Education

Name of School, College or University	Course Completed	Grade(s)	Dates of Study	
			From	To

4. Employment History

Name and Address of Employer	Position	Dates of Employment	
		From	To

If you require additional space, please continue on a separate sheet.

5. Statement of Purpose

Please give a brief explanation below (no less than 200 words) why you have chosen to study the MBA Part-Time course.

6. References

Please give the names and contact details of 2 references, these may be either professional or academic.

Referee 1
Name: _____
Address: _____

Town / City : _____
County / State : _____
Post Code : _____
Country : _____

Referee 2
Name: _____
Address: _____

Town / City : _____
County / State : _____
Post Code : _____
Country : _____

Tel : _____

Tel : _____

Mobile : _____

Mobile : _____

Email : _____

Email : _____

Fax : _____

Fax : _____

7. Terms & Conditions

Terms and Conditions of Students of London School of Commerce Malta (LSC Malta)

1. Attendance

Students are expected to maintain 100% attendance.

2. Code of Conduct

Disciplinary action will be taken against any student for inappropriate behaviour or breach of our code of conduct and could lead to exclusion/termination from the programme.

3. Programme Fees and Refund Policy

If a student would like to accept their place on the course, a minimum deposit of €1,950 must be paid in advance or the fee in full. Your course fee includes all costs associated with your recruitment and admission. When students are paying fees by instalment, they must comply with the instalment plan specified in the offer letter.

LSC Malta's fee refund policy is set out below:

- a) Fees will be refunded in full if the student's application is declined by LSC Malta.
- b) Once the student has commenced the course, fees will not be refunded.

4. Deferrals

The student agrees not to defer or change his/her programme start date without prior written authorisation from LSC Malta.

5. Published course content

All courses and modules offered by LSC Malta are subject to changes and can vary from time to time. LSC Malta reserves the right to change the course content without any prior notice to the student. In the event of the selected modules, options or degree programmes being closed or not conducted, a suitable alternative will be provided.

6. Equipment / Textbooks

The student is expected to buy the recommended textbooks for all study modules prior to the commencement of the course. The student Agrees to purchase a personal computer or laptop prior to the commencement of the course.

7. Documents Supplied by Student

All documents and information supplied are true, authentic and correct.

If any document supplied is incorrect, fraudulent or misleading, the student will automatically be terminated from the course.

8. In the event of a student being terminated for lack of attendance or progression, the student will be liable for the entire course fee and there will be no refund of fees.

9. The School cannot be held liable for any delays in exam boards and results.

I confirm that to the best of my knowledge the information given in this form is correct. If accepted on this course, I agree to abide by the above terms and conditions.

Applicant Signature (as per passport) : _____

Date : _____