

# INTERNATIONAL SCHOOL OF MANAGEMENT

## APPLICATION FORM PAGE 1 OF 4

### ADMISSION: Application form for International programs

Please check your application before submission. This application form consists of the following sections. Please complete all sections.

1. Choice of Courses
2. Personal particulars
3. Contact information
4. Academic qualification
5. Exceptional talents and achievements
6. Disability Information
7. Next-of-kin information
8. Required documents
9. Data Use Disclaimer
10. Declaration

#### PART 1: Choice of Courses

##### The International Programs offered by UTCC are:

###### Undergraduate:

Bachelor of Accountancy

Bachelor of Business Administration majoring in Hospitality Business Management

Bachelor of Business Administration majoring in International Business Management

###### Postgraduate:

Global MBA majoring in International Business Management

##### The Goal International Programs offered by UTCC and The University of Newcastle Australia are:

###### Undergraduate:

Bachelor of Accountancy / Bachelor of Commerce

Bachelor of Business Administration / Bachelor of Business

###### Postgraduate:

Global MBA / Masters in Innovation Management and Entrepreneurship

Global MBA / Masters Professional Accounting (For August 2020)

##### Application for Admission:

Semester 1 (Fall) Academic Year 20 \_\_\_\_ (August to December)

Semester 2 (Spring) Academic Year 20 \_\_\_\_ (January to May)

I am applying as a ☐ Full-time student ☐ Transfer Student\* ☐ Exchange student ☐ Other

\*If applying as a Transfer Student, which year are you seeking entry to: ☐ Year 2 ☐ Year 3

## PART 2: Personal Particulars

First/Given Name (As printed on your passport or birth certificate):

Family Name (As printed on your passport or birth certificate):

Date of birth:        /        /        (dd/mm/year)

Gender: ☒ Female ☐ Male

Country of Birth:

Citizenship:

Passport or ID Card Number:

Race/ Ethnic group:

Religion:

### PART 3: Contact Information

Postal Address:

Email Address:

Telephone:  (country & area code required for non-Thailand number)

Mobile Phone: (country & area code required for non-Thailand number)

## PART 4: Academic Qualification

	Name of School	City/Country	From	To	Highest qualification attained	Current or final GPA grade
Secondary Education						
High School Education						
Tertiary Institution						

## English Language Proficiency Results

Name of Test	Year Taken	Result

Please attach a copy of your results.

# INTERNATIONAL SCHOOL OF MANAGEMENT

## APPLICATION FORM PAGE 3 OF 4

### PART 5: Exceptional talents and Achievement

We are interested to know of your exceptional talents and achievements besides your academic grades. You should enclose records to support the information. Please enclose additional sheets to this application should you need to add more information.

Talent	Year

### PART 6: Disability information

The information provided below will assist the University in monitoring and improving services to assist students with special needs.

Do you have a disability or long-term medical condition which may affect your studies? No Yes

If yes, please indicate the type of disability that applies:

Hearing Vision Learning Medical Mobility Other

Do you require Support Services? No Yes

If yes, please indicate the type of support you require:

### PART 7: Next-of-kin information

Please provide a contact in case of an emergency:

Name of your father:

Name of your mother:

Occupation (of father or mother):

Telephone: (country & area code required for non-Thailand number)

Mobile phone: (country & area code required for non-Thailand number)

### PART 8: Required documents

Admission documents required include: (Please tick)

1. Copy of applicant's high school / university certificates and transcripts
  - i. All copies should be in English and in colour.
  - ii. Complete address and phone number of the last attended school must be shown clearly.
  - iii. High school transcripts must include all last 3 years class scores or grades.
  - iv. All certificate and transcript copies must be certified by the ministry of the foreign affairs and Thai embassy (if Thai).
2. Copy of applicant's identification card / passport showing name, citizenship, date of birth, country of residence, expiry date, signature and photograph
3. This application form
4. English test scores
5. CV and work references (Only for Postgraduate applicants)
6. Two passport size photographs
7. Three Recommendation Letters (Only for Postgraduate applicants)

# INTERNATIONAL SCHOOL OF MANAGEMENT

## APPLICATION FORM PAGE 4 OF 4

### PART 9: Data Use Disclaimer

The information you provide will be used by University of the Thai Chamber of Commerce, and when relevant our partners such as The University of Newcastle and Goal Business Education for the primary purpose of assessing your application for admission to a program of study at University of the Thai Chamber of Commerce. Personal information collected may be disclosed to local or overseas third-party organisations who are engaged by the University to assist with enquiry management, pre-screening and other assessments related to your eligibility for admission and processing of applications.

This may include, but is not limited to, your: name, address, student identification, phone number, date of birth, email address, citizenship and visa details, academic transcripts, employment history, disability information and financial information. Other purposes of this information include updating your enrolment record on the student database, corresponding with you, informing you about your program of study, statistical analysis and reporting, and complying with legislative reporting requirements. When required by partners it may also be disclosed to government agencies as required by legislation or pursuant to obligations under the Education Services of Overseas Students (ESOS) Legislative Framework.

In the case of the Two Degree Programmes Information may be shared with Goal Business Education Higher Education and/or any other organisation assisting you with your application. Your personal information may also be released in the event of an accident or emergency. The University of the Thai Chamber of Commerce or The University of Newcastle will not otherwise disclose your personal information without your consent unless they are under a legal obligation to do so. You have the right to access personal information that Goal Business Education and The University of Newcastle holds about you, subject to legislation. Due to privacy regulations we will not disclose personal information to any third parties such as friends, relatives and parents without your consent, except in certain emergency situations. All documents provided to The University of Newcastle will be retained in accordance with the NSW State Records Act 1998 and EU General Data Protection Regulation (GDPR) 2018.

If you wish to seek access to your personal information or enquire about the handling of your personal information, contact the following:

- UTCC International School of Management **ism@utcc.ac.th**
- Goal Business Education **admin@nurturehighered.com**
- The University of Newcastle's Privacy Officer at **privacy@newcastle.edu.au**

**Please confirm:** I have read and understood the Data Use Disclaimer

### PART 10: Declaration

- I declare that the information provided by me in this application is true and complete.
- I understand that any inaccurate or false information provided shall render this application invalid.
- I agree that information will be shared with The University of Newcastle and Goal Business Education for the purpose of admission to the Two Degree program and for undertaking the program.
- I confirm that information supplied is correct and complete. It is an offence to submit fraudulent documentation and will result in the termination of your studies.
- I agree that The University of Newcastle may vary or cancel any decision it makes if the information supplied is found to be incorrect or incomplete.
- I agree that documents submitted will be retained by University of the Thai Chamber of Commerce, (and The University of Newcastle and Goal Business Education for the relevant programs) in accordance with legal requirements regardless of admission outcome.
- I give my permission for The University of Newcastle and Goal Business Education to obtain further information with respect to application to the programs in partnership with them.
- I agree to comply with the rules of The University of Newcastle governing admission and enrolment on the Two Degree Program

### PART 11: Submit the Application form (Choose one option)

(i) by e-mail: **uon@utcc.ac.th** and **ism@utcc.ac.th**

(ii) by fax: +66 2697 6140

(iii) by mail: UTCC International School of Management, University of the Thai Chamber of Commerce,

Floor 1, Building 21, 126/1 Vibhavadee-Rangsit Road, Din Daeng, Bangkok 10400, Thailand

Date of Application:      /      /      (dd/mm/year)

Applicant's signature:

(For students under 18, a parent or legal guardian must sign the application)