

Application Form

Please read the Notes, Terms and Conditions overleaf and then complete this form in BLOCK LETTERS (apart from your email address). You should submit this form, together with scanned copies of your qualifications, either directly to the School using the contact details given overleaf, or via your local Tourism and Hospitality Management School representative.

- Please tick campus applying:
- Lisbon (Portugal)
 - Madeira (Portugal)
 - São Paulo (Brazil)
 - Thessaloniki (Greece)
 - London (UK)

YOUR PERSONAL DETAILS

Mr Mrs Miss Ms Other

Full Name (as you would like it to appear on your Offer Letter) First Name Second Names (if any) Family Name

Postal Address Nationality Sex Male Female

Passport Number

Country Zip/Postcode Date (dd/mm/yy) / / Age

Telephone No. (inc. area code) Father's Occupation

Mobile/Cellphone No. Mother's Occupation

Email Marital Status Single Married Engaged/Unmarried Partner

YOUR COURSE

Please choose the course(s) you wish to apply for: (You may need to tick more than one box.)

SCHOOL OF MANAGEMENT

Undergraduate Programmes

Business Management Programmes

- Diploma in Business Management (Level 4)
- Diploma in Business Management (Level 5)
- Diploma in Business Management (Level 6)

Postgraduate Programmes

- Level 7 Diploma in Strategic Management and Leadership
- Level 7 Diploma in Tourism and Hospitality Management

Tourism and Hospitality Management Programmes

- Diploma in Tourism and Hospitality Management (Level 4)
- Diploma in Tourism and Hospitality Management (Level 5)
- Diploma in Tourism and Hospitality Management (Level 6)

Certificate Level

- Diploma in Business Studies (Level 3)

English Language Support

- Intensive English Support - GBP500

YOUR PREFERRED START DATE

When are you planning to start your course? (Month) (Year)

YOUR EDUCATIONAL HISTORY

Your academic qualifications. Please give complete details of your academic qualifications including the name of the examination, the subjects taken and the marks or grade obtained. Alternatively, you can write 'SEE ATTACHED' in the space below and then attach copies of your qualifications and examination results. If you have taken some examinations but have not yet received the results, please tell us what you have taken, and when the results are expected.

YOUR EMPLOYMENT HISTORY (If applicable)

If you have any relevant work experience please tell us what sort of work you have done and for how long. Please give job title, whether full-time or part-time, and duration.

YOUR OBJECTIVES

Why do you want to take this course? (Please tick box / boxes as applicable)

- To improve my prospects of employment or career promotion I have a special interest in the subject
- Following parental advice
- Other (Please state) _____

What do you expect to do when you have completed the course?

Progress to a higher level course? No Yes Seek employment? No Yes

YOUR FINANCES

Will you be paying your tuition fees and living expenses yourself? No Yes

If the answer is 'NO', please give name, address, occupation and the relationship to yourself of the person paying.

Name _____ Relationship _____

Address _____

Telephone No. _____ Occupation _____

YOUR MEDICAL HISTORY

Do you have any disabilities/specific learning difficulties? No Yes Do you have any existing medical conditions? No Yes

If yes, please list _____ If yes, please list _____

YOUR FAMILY AND NEXT OF KIN

Name and address of parents or next of kin _____

Zip/Postcode Telephone No. (inc. area code) _____

INTERNATIONAL STUDENTS (Non EU applicants only)

Have you studied abroad on a student visa before? No Yes If the answer is "Yes" please state date(s) _____

If you are applying from overseas, have you ever visited the country of selected campus? No Yes _____

Have you ever been refused a visa to enter the country of selected campus? No Yes If the answer is "Yes" please state date(s) _____

If not single, do you intend for your Spouse/Partner to accompany you? No Yes _____

Do you have any children? No Yes If yes, how many? _____ Do you intend for your children to accompany you? No Yes _____

Do you intend to leave Portugal when you have completed your education? No Yes _____

NOTES, TERMS & CONDITIONS

- By completing and signing this application form you are agreeing to these terms and conditions. The provision of false or misleading information may result in your enrolment with the School being cancelled.
- If your application is successful you will be sent (by email or via your Tourism and Hospitality Management School representative) an Enrolment Form & an Offer Letter, valid for the next two available course start dates. If neither place is taken up you may request replacement documentation for a later start but this will be subject to any increase in the tuition fee.
- In order to confirm a place at the School you must sign and return the Enrolment Form and make an advance payment of tuition fees as indicated on the Offer Letter. In the case of overseas students the advance payment becomes non-refundable once a student visa has been issued. In the case of all students tuition fees become non-refundable once a course has commenced.
- On receipt of the tuition fee deposit the School will confirm your place and, if you require a visa, we will issue a Declaration/Visa Letter/CAS (Confirmation of Acceptance for Study) to enable you to apply for a Student visa to enter respective country of campus.
- You are expected to attend your classes regularly and study to the best of your ability. Failure to do so without good reason may result in expulsion from the course and the forfeiture of tuition fees paid. In the case of overseas students the School may not be able to extend a visa if attendance and progress have not been satisfactory and reserves the right to withdraw sponsorship in such cases.
- Once on course you will not be given permission to miss classes without good reason.
- You are expected to behave in a manner so as not to cause inconvenience to staff and fellow students and to abide by School rules and regulations and also the rules and regulations of our university partners and external exam boards. Failure to do so may result in your expulsion from the School and the forfeiture of tuition fees.
- The liability of the School through negligence is limited to the value of tuition fees paid, unless resulting in death or personal injury. Field trips and outings are undertaken at your own risk.
- If you are paying tuition fees in instalments you must do so in compliance with the agreed schedule. Failure to do so may result in suspension from classes.
- If you are subject to immigration law you must comply with immigration regulations and consent to the School providing information about you to the relevant Immigration Authority if required.
- If you are unable to study for a length of time that may affect your exam results because you are ill or for some other good reason the School will normally, but at its discretion, allow you to repeat that part of the course without extra charge.
- The School reserves the right to cancel a course if there is insufficient demand, in which case tuition fees will be refunded in full.

YOUR DECLARATION

Important note: Your application cannot be considered if this declaration is not signed.

I confirm that the information I have given on this application form is correct and that I have read and agree to the notes, terms & conditions above.

Your signature _____

Date (dd/mm/yy) / / _____

Your Full Name _____

How did you hear about the course? Social media Web search Advertisement Current or former student
 Family member Agents/ Others

HOW TO SUBMIT

PLEASE NOW RETURN THIS COMPLETED FORM TO THE SCHOOL .

By email to: application@thmschool.com

By post to: Tourism & Hospitality Management School, International admissions, 15 Leeland Road, London W13 9HH, United Kingdom
Or submit it through one of our local authorised representatives worldwide.

FINAL CHECKLIST: Do not forget to include...

- Copies of all secondary, post-secondary & university transcripts & examination certificates. (Official English translations must accompany all non-English documents)
- Evidence of English language proficiency (e.g. IELTS)
- A copy of the ID page of your passport