

## APPLICATION FOR ADMISSION (DISTANCE LEARNING STUDY)

▪ TYPE IN CAPITAL LETTERS ▪

### CANDIDATE INFORMATION

FAMILY NAME			STUDENT PHOTO HERE
OTHER NAMES		GENDER:	
DATE OF BIRTH		NATIONALITY:	
CONTACT ADDRESS			
EMAIL ADDRESS			
TEL. NUMBERS			
NEXT-OF-KIN NAME + TEL. NR			

### PROGRAM TO STUDY

STUDY PROGRAM	
PROGRAM MAJOR	
START DATE	

### EDUCATION AND EMPLOYMENT HISTORY

SCHOOL / COLLEGE / UNIVERSITY NAME AND LOCATION	FROM	TO	AWARD / CERTIFICATE

EMPLOYMENT - MOST RECENT JOBS	FROM	TO	JOB POSITION

ENGLISH LANGUAGE PROFICIENCY LEVEL	ENGLISH LANGUAGE TEST SCORE	
EXCELLENT { }    VERY GOOD { }	IELTS:	TOEFL:
GOOD { }    SUFFICIENT { }    FAIR { }	CAMBRIDGE ENGLISH:	OTHERS:

### TUITION FEES PAYMENT (SELECT ONE OPTION)

TUITION FEES TYPES	TUITION FEES PAYMENT PLANS	
TUITION FEES WITH TEXTBOOKS { }	ONE-TIME PAYMENT { }	TWO EQUAL PAYMENTS { }
TUITION FEES WITHOUT TEXTBOOKS { }	THREE EQUAL PAYMENTS { }	FOUR PAYMENTS { }

SEE CURRENT TUITION FEES ON RCM WEBSITE - [WWW.RCMEDU.CH](http://WWW.RCMEDU.CH)

### ADDITIONAL INFORMATION

HOW DID YOU DISCOVER RCM ROCKFIELD COLLEGE OF MANAGEMENT?

REASON(S) WHY YOU SELECT THE PARTICULAR PROGRAM TO STUDY?

### ACKNOWLEDGEMENT

I Certify that the Information in this Admission Application Form is true and complete, that I have read and accepted the Terms of Admission, and that the University will terminate my admission if any False or Incomplete Information are submitted

PLACE:

STUDENT NAME:

DATE:

STUDENT SIGNATURE:

### DOCUMENTS REQUIRED FOR ADMISSION EVALUATION - LISTED BELOW:

- X Complete and Sign Application Form
  - X Current Curriculum Vitae (with photo)
  - X Receipt of Paid Admission Evaluation Fees – EURO 100.00
  - X Copy of National Identification Card (page with name + photo)
  - X Copies of all Qualifications + Transcripts / Study Records from previous education (in English only)
  - X Results of English Tests Scores e.g. IELTS, TOEFL etc. (non-native English-speaking student only)
  - X Recommendation Letters from 2 References at educational or professional level (Graduate study Only)
- NB:** If your documents are NOT in English Language, you will provide Official Certified True Translation in English

### SUBMIT APPLICATION DOCUMENTS:

Send Completed Application Form with Supporting Documents to RCM Switzerland per Email or Post

**EMAIL:** [ADMISSIONS@RCMEDU.CH](mailto:ADMISSIONS@RCMEDU.CH) (Please Attach All Required Documents Marked Above)

**POSTMAIL:** See RCM Mailing Address above / below

### OFFICE USE - RCM ADMINISTRATION

ENTRY DATE	APPLICATION REF. NR	ADMISSION EVALUATION	STUDENT REGISTRATION