Mandhu College
Application Form

Reference

Personal Details (Please write clearly in BLOCK LETTERS)

TICK THE PREFERRED CAMPUS. MALE' CAMPUS ☐ VIRTUAL CAMPUS ☐

TITLE (tick appropriate box)

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Others (specify)

Mandhu College graduants, MC or MLC student ID

NAME

First Name

Middle Name

Last name

GENDER ☐ Female ☐ Male **DATE OF BIRTH** Day / Month / Year

NATIONAL ID NO. **E-Mail**

TELEPHONE

Residence | Office | Mobile | Other

PERMANENT ADDRESS

House Name

Atoll

Island

CONTACT ADDRESS *(Please inform MC if your contact address changes)*

House Name

Atoll

Island

COURSE PREFERENCES

COURSE CODE	COURSE TITLE	SPECIALIZATION

EDUCATIONAL BACKGROUND

NAME OF INSTITUTION	FROM	TO	LAST CLASS OR COURSE ATTENDED	MEDIUM OF STUDY

QUALIFICATIONS

NAME OF INSTITUITION	YEAR	AWARD RECIEVED	MEDIUM OF STUDY

WORK EXPERIENCE

PLACE OF WORK	DESIGNATION	FROM	TO

REFEREES

**To be filled by M.Ed & MBA applicants only*

1. NAME	
TELEPHONE	
EMAIL	
NATURE OF PROFESSION	
2. NAME	
TELEPHONE	
EMAIL	
NATURE OF PROFESSION	

**Please list referees able to provide information of academic achievement, professional work, if applicable and, previous research achievement(s).*

PERSONAL STATEMENT

**To be filled by M.Ed & MBA applicants only*

Attach to the application a personal statement of 800 - 1000 words. Your statement should address how your past and present experiences relate to your future and or your intended research. Share the insights, experience or lessons that shaped who you are and how pursuing the course for which you have applied will shape your future.

AREA OF INTEREST STATEMENT

**To be filled by M.Ed & MBA applicants only*

Attach a brief description of your proposed research topic(s) or research interests. Include the title of the research you intend to pursue if you have already decided.

DOCUMENTATION CHECKLIST

- ☐ PERSONAL STATEMENT
- ☐ SUPPORTING DOCUMENTS
- ☐ ACADEMIC TRANSCRIPTS - Certified / Accredited copies only. These will <u>not</u> be returned.
- ☐ NATIONAL ID CARD COPY

Some Important Policies

1) Any fees paid to Mandhu College by applicants for courses and by already enrolled students will not be refunded. However, under certain circumstances, fees, or a part of fees may be refunded at the discretion of the College. The College's decision on refunds shall be final and may not be contested in any court or tribunal or government authority.

(2) If after application or commencement of a course, the College decides to discontinue the course for any reason, students enrolled in that course will be entitled to a full refund of course fees, but not any other fees paid for amenities such as student services fees.

(3) If a student is expelled from the College on the grounds of misconduct, he or she will not be entitled to any refunds whatsoever.

(4) Even if a student decides to withdraw from a course after the course has commenced, no fees will be refunded.

(5) Course fees are reviewed and updated every semester and hence may change during the period of enrolment.

(6) The foundation courses conducted by the College have been formulated and quality assured to a standard approved by the Maldvies Qualifications Authority. The College guarantees that successful completion of these foundation courses will meet entry requirements for any MQA approved Diplomas or Degrees. However, the decision of other academic institutions as to the admissibility of an individual student is outside the purview of the College.

(7) For all purposes, it is the College's policy to only engage in communication with the student. In case of applicants below 18 years, the College may engage in discussions with the nominated guardian in the presence of the student. However, the College will not communicate exclusively with the guardian for any matters related to the applicant.

Declaration by the applicant

I declare that I have read the section 'Some Important Policies' above on this application form and that, to the best of my knowledge, the information provided by me is true and complete in every particular. If I am given a placement, I agree to abide by the rules and regulations of the College. I acknowledge that Mandhu College may vary or reverse any decision regarding admission or enrolment made on the basis of incorrect, inappropriate or incomplete information provided by me. In particular, I understand that I, or my sponsor will be responsible for full costs of the course for which I am seeking admission. I understand that Mandhu College may make inquiries from other institutions, employers or others nominated by me, and seek any relevant information from them. I further understand that if I am applying for a teaching related or counselling related course, I may be subject to police scrutiny prior to enrolment or during the period of study.

If the person enrolling is below 18 years, the guardian has to sign below indicating his/her expression of consent for the applicant to enter into contract as a student with Mandhu College.

Name of applicant

Date

Signature of applicant

Name of guardian

National ID No

**Please attach the guardian's ID card copy*

Date

Signature of guardian

For Office Use Only

Date	
Name	
Signature	

MANDHU COLLEGE

APPLICATION FORM

Mandhu College

Majeedhee Magu
Malé, Maldives

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Info@mandhucollege.edu.mv