

OPTIC MEDIA SCHOOL

APPLICATION FORM FOR ADMISSION TO CERTIFICATE, DIPLOMA AND DEGREE PROGRAMMES

A copy of this form should be completed and returned/sent to the Registrar. The form should be typed or completed in **block letters**. Attach a passport size photograph, a copy of result slip/certificates and a copy of the national ID Card.

SECTION A - Course Application Details

(i)	Name of short course/Certificate/Diploma Course applied for	
(ii)	Department	
SEC	ΓΙΟΝ B – Applicant's Personal Details	
(i)	Name(Surname) (Other	er names in full)
(ii)	Postal Address	Postal Code
	Town/City	Country
	PhoneFax	E-mail
(iii)	Date of Birth (DD/MM/YYYY)	Male Female
	Marital Status	
	Nationality National ID	Passport No
(iv)	Name of Next of Kin	. Relationship
	Postal Address	Postal Code
	Town/City	Country
	PhoneFax	

SECTION C-- Applicant's Education Details

Please fill in the table by listing all the secondary schools and colleges attended

Secondary School and	Address of School/College	Period of	Study	Qualification	Index No
College attended		From	То		ļ

Please attach certified copies of certificates, academic transcripts, results slips and any relevant document.

SECTION D – Applicant's Working Experience (if applicable)

Please fill in the table by listing all your working experiences

Period of Work		Employer	Designation	Nature of Assignment
From	То			

SECTION E - Applicant's Declaration

I declare that the information given herein is true and accurate to the best of my knowledge and fully understand that any information found to be false would lead to automatic disqualification.				
Name of Applicant in full				
ID/Passport No	Date	Signature		

SECTION F – Evaluation of Applicant (for official use only)

(i)	Application form received			
	SignedRegistrar (Academic & Student Affairs)	Date and Stamp		
(ii)	Recommendation of Department	Accept/Reject		
	Signed	Date and Stamp		
	Head of Department			
(iii)	Recommendation of School	Accept/Reject		
	Signed	Date and Stamp		
	Dean of School.			