

### Instructions for the Application Form

- The application form should be filled in BLOCK CAPITAL LETTERS and should be filled by typing using an editor software tool. Do not use handwriting.
- The photograph in the application should be a recent, coloured photograph with a plain background, according to the passport photograph standards.
- Please note that the photograph attached to the application will be printed on the degree certificate upon the completion of your study. Therefore, ensure that the photograph is formal and suitable.
- You are expected to upload the following:
  - 1) Scanned copy of the Advanced Level original certificate
  - 2) Scanned copy of the Ordinary Level original certificate
  - 3) A recent, colour photograph
  - 4) Scanned copy of Service Letter/s (Optional, only if you are currently employed)

DO NOT ATTACH THE FOLLOWING - Curriculum Vitae, Senior High School Diploma/ Related documents, Hard copies of the photographs, Payment receipts

- In the “Parent’s Contact Address” section, if your parent does not have an email, you can keep that field empty.
- It is compulsory to place an image of your signature on a white background under the “Signature and Name” section.

### Instructions for the Curriculum Vitae

- The application form should be filled in BLOCK CAPITAL LETTERS and should be filled by typing using an editor software tool. Do not use handwriting.
- The photograph in the application should be a recent, coloured photograph with a plain background, according to the passport photograph standards.
- Under the “Study Background” section, include details regarding any professional qualifications you have completed and the school(s) that you faced your Advanced Level and Ordinary Level examinations.
- DO NOT FILL THE FOLLOWING SECTIONS:
  - 5/ About Sibling
  - 6/ About Spouse
- In the “Parent’s Contact Address” section, if your parent does not have an email, you can keep that field empty.
- It is compulsory to place an image of your signature on a white background under the “Signature and Name” section.