Vector Technology Institute

TRANSFORMING EDUCATION INTO CAREERS   *Registered by the University Council of Jamaica*

35A Eastwood Park Road   www.vector.com   Tel.(876) 929 3435/6
Kingston 10, Jamaica   info@vector.edu.jm   Fax. (876) 929 8006

APPLICATION FORM

Instruction(s):
Fill out this form in **BLOCK LETTERS** and place N/A where not applicable. **Application fees are non-refundable.**

TITLE	SURNAME	FIRST NAME	MIDDLE NAME	DATE OF BIRTH (DD/MM/YYYY)
Miss	Morrison	Surina	Christoy	25/12/1999

IDENTIFICATION VERIFICATION

			TRN
[X]	Passport #	a6478784	129551821
[ ]	Drivers License #		
[ ]	Other		**GENDER** [ ] Male [X] Female

PERMANENT ADDRESS	MAILING ADDRESS (if different)
602 harbour heights harbour view kingston 17	

EMAIL ADDRESS	TELEPHONE #1	TELEPHONE #2
surinamorrison@gmail.com	8763015699	

EMERGENCY CONTACT INFORMATION

NAME (FIRST, LAST)	RELATIONSHIP	TELEPHONE #1	TELEPHONE #2
Tracey Morrison	Mother	8764757177	
Rohando Brown	Partner	8762760907	

EMPLOYMENT INFORMATION

NAME OF EMPLOYER	TELEPHONE #
Billy Joe	8761234567
JOB TITLE CEO	**FAX #** 5678987654

SPONSORSHIP INFORMATION

HOW DO YOU PLAN TO PAY OUR TUITION?
[ ] Self   [ ] Sponsor   [X] Scolarship   [ ] Salary Deduction
NAME OF SPONSOR / INSTITUTION University of Technology
ADDRESS OF SPONSOR / INSTITUTION 2-4 heroes circle

SECONDARY EDUCATION

EXAM BODY (For e.g. CXC)	INSTITUTION	SUBJECT	RESULT	DATE AWARDED MM/YYYY
cxc	camperdown high school	english language	1	06/2016

TERTIARY EDUCATION

INSTITUTION	PROGRAMME	FROM (MM/YYYY)	TO (MM/YYYY)
UTECH	Computer Science	08/2018	05/2022

OTHER QUALIFICATIONS

PROGRAMMES

- [ ] Bachelor of Science in Technology Management
- [ ] Bachelor of Science in Information & Communication Technology
- [ ] Associate Degree in Computer Systems Technology
- [ ] Associate Degree in Computer Systems Technology
- [ ] Associate Degree in Software Programming
- [ ] Diploma in Software Programming
- [ ] Diploma in Computer Systems Technology
- [ ] Advanced Diploma in Cyber Security Analyst
- [ ] Certificate in Mobile Application Development
- [ ] CISCO Certified Network Associate (CCNA)
- [X] Other: Animations

- [ ] Fiber Optics Technician Part 1
- [ ] Fiber Optics Technician Part 2
- [ ] Graphics Design 1
- [ ] Graphic Design 2
- [ ] Webpage Design and Development
- [ ] Photovoltaic Installer Level 1 (Solar)
- [ ] Computer Service Technicians
- [ ] Computer Network Technicians
- [ ] Computer Network Security Technicians

PROGRAMME SCHEDULE?

- [X] **Day**
  Mon - Fri, 9:00 am - 4:00 pm

- [ ] **Evening**
  Mon - Thurs, 5:30 pm - 8:30 pm or
  Tues / Thurs & Sat, 9:00 am – 4:00 pm or
  Mon / Wed & Sat, 9:00 am – 4:00 pm

- [ ] **Weekend**
  Saturdays 9:00 am – 4:00 pm
  Sundays 9:00 am – 4:00 pm

WHAT IS YOUR OBJECTIVE FOR THE PROGRAMME BEING REGISTERED FOR?

_____

_____

HOW DID YOU HEAR ABOUT VECTOR TECHNOLOGY INSTITUTE?

[X] Newspaper   [ ] Walk By/Sign   [ ] Website

[ ] Television   [ ] Radio   [ ] Search Engine

[ ] Facebook   [ ] Instagram   [ ] Other _____

Referrals:

[X] Family   [ ] Friend   [ ] Colleague   Name   Shanice _____

I hereby certify that the information written on this application and the documents provided are true and correct. I also agree to abide by the Terms and Conditions mentioned overleaf which governs this Application for admittance to the above-mentioned programme.

APPLICANT SIGNATURE	DATE(DD / MM / YY)
Surina Morrison	11/29/2021

OFFICIAL USE ONLY	
RECEIVED/WITNESSED BY	DATE(DD / MM / YY)
PROCESSED BY	DATE(DD / MM / YY)
MATRICULATION [ ] Full [ ] Provisional [ ] Mature Entry	
COMMENTS _____ _____ _____	
ACCEPTANCE APPROVED BY	DATE(DD / MM / YY)

TERMS AND CONDITIONS

QUALIFICATION FOR ADMISSION

To begin our programmes, participants need not have any background in working with computers; however, it is necessary that the individual show an affinity for working with electrical or electronic devices. Participants seeking admission to these programmes must satisfy the minimum matriculation requirements.

Bachelor & Associate Degree Programmes – five subjects at; Diploma Programme - four subjects at:

- CXC passes to Grade 3 level (from 1998)
- GCE 'O' level passes to Grade 'C' level
- U.L.C.I subjects to the 'Pass' level

These subjects should include English Language, which is compulsory, and a numeric subject.

The completed application form must be submitted with:

- Proof of academic standing, and Proof of Identity (Passport, Driver's license, Birth Certificate)
- Passport sized picture of student
- Marriage certificate where applicable.

GENERAL

It is important that students obtain a VTI Policies Handbook during orientation as the rules and regulations set out will govern the operations of the Institute and the conduct expected from students. All students must ensure that they inform themselves of the starting dates of their modules. Information is provided via the Notice Boards, the Intranet and the Internet (website). VTI reserves the right to cancel a Programme due to insufficient applicants and also to make changes to class times (scheduling) where necessary.

REGISTRATION

Before registration is carried out, date(s) for commencement of module/programme must be chosen from the schedule after which application form(s) are completed.

NB: For the evening programmes, your space on each module cannot be guaranteed unless you have

a) Paid up fees for, the relevant programme/module or as, per approved payment plan.

b) Submitted an approved Purchase order for the full amount of the programme/module being registered for if sponsored.

EXEMPTIONS

To be exempted from a module, a person must show that he/she has superior knowledge of the subject matter. An exemption test may be given, with a pass mark of 80%. An exemption fee will apply. One may also be exempted if it is adjudged by the Institute, that he/she has superior qualifications by submitting valid proof of such. In this case, no examination will be required.

CANCELLATIONS

Can be made but will be subjected to the following service charges:

Ten or more working days before starting date	5% of course fees
Between four to ten working days before starting date	10% of course fees
Less than four working days before starting date	20% of course fees

REFUNDS

Fees are refundable subject to the cancellation policy. However, once a student has started attending classes, or once the class commences, he/she will be liable for the full cost of the course.

TRANSFERS

Where applicable, participants may be allowed to transfer their application to another module, however all transfers must be made five working days or more before commencement of module. Failure to do so will result in an imposed penalty of 50% of regular module fee. Once the module commences, transfers will only be allowed under exceptional circumstances and the imposed penalty will still be applied.

PLEASE NOTE

Where applicable it is important to register for upcoming modules by paying the required 50 % deposit of the module fee in advance of the scheduled starting date. The balance must be paid on commencement of the module. We encourage students to seek company sponsorship and submit a purchase order for all modules.

COURSE FEES ARE SUBJECT TO CHANGE, HOWEVER, STUDENTS PAYING FOR A NUMBER OF MODULES IN ADVANCE WILL NOT BE AFFECTED BY INCREASED COSTS, AND ONLY THIS WILL ENSURE A RESERVED SPACE IN FUTURE MODULES SINCE THE NUMBER OF STUDENTS IS LIMITED TO TWENTY (20). Failure to do this may result in all places being filled by students who have paid in advance.

REGISTRATION IS NOT AUTOMATIC REGARDLESS OF YOUR INTENTIONS MADE ON THE REGISTRATION FORM. These terms and conditions along with other policies governing the Institute can be found in the VTI Policies Handbook.