



# Application Form

## *1-Year Certificate in Management Studies (B.C.M.S.)*

Name: (Mr/Mrs/Ms)	(First Name)	(Middle Initial)	(Last Name)
Maiden Name:			Country of Birth:
Date of Birth:	(Year)	(Month)	(Day)
			Nationality:
			National Registration #:
Home Address:			Tel: (h)
			Tel: (c)
E-mail:			

Name of Company / Organization:			
Address:			Tel: (w)
			Ext(s):
Job Title:			
E-mail:			

<b>NAME &amp; TITLE OF CONTACT PERSON (IF SPONSORED)</b>	
Name:	Title:

<u>AREAS OF SPECIALIZATION</u>			
[choose one (1) only]			
Event Planning & Conference Management		Tourism Management	
Human Resource Management		Marketing Management	
General Management		Accounting/Finance	
Supervisory Management		Management of Information Technology	
Public Sector Management		Production & Operations Management	

**EDUCATIONAL BACKGROUND**

Schools / Colleges, etc.		YEARS	
		From	To
Primary:	▪		
Secondary:	▪		
	▪		
Tertiary:	▪		
	▪		

**GCE / CXC and/or other Certificates**

Subject	Grade	Year	Subject	Grade	Year
•			•		
•			•		
•			•		

**FOR OFFICIAL USE ONLY**

**CEMAP Courses**

Course Title	Mark	Grade	Year
•			
•			
•			

**I HEREBY CERTIFY THAT THE INFORMATION GIVEN IS TRUE AND CORRECT**

Signature: \_\_\_\_\_

Date: (Y) \_\_\_\_\_ (M) \_\_\_\_\_ (D) \_\_\_\_\_

**The following are required to support this application:**

- (1) **Photocopies** (no originals) of documentary evidence of qualifications (i.e. GCE's, CXC's and/or certificates and diplomas)
- (2) A non-refundable fee of \$50.00.

**APPLICATIONS CANNOT BE PROCESSED UNLESS THE ABOVE-MENTIONED ARE SUBMITTED ALONG WITH THE APPLICATION FORM.**

# FOR OFFICIAL USE ONLY

## APPLICATION FEE - \$50.00

	(✓) Box
Cash:	
Cheque:	
Debit Card:	
Credit Card:	

Date Paid
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(Y) \_\_\_\_\_ (M) \_\_\_\_\_ (D) \_\_\_\_\_

Amount Paid:	\$
Official Receipt m:	
Cashier's Initials:	

## CERTIFICATE PAYMENT IN FULL

	(✓) Box
Cash:	
Cheque:	
Debit Card:	
Credit Card:	

Date Paid
-----------

(Y) \_\_\_\_\_ (M) \_\_\_\_\_ (D) \_\_\_\_\_

Amount Paid:	\$
Official Receipt m:	
Cashier's Initials:	

## EXEMPTIONS

BIMAP Courses - \$100.00
Other Courses - \$250.00

Number of Exemptions Granted:

	Courses	Fee	Date Paid	Cash:	Cheque:	Debit Card:	Credit Card:	(✓) Box
1.								
2.								
3.								
4.								

Official Receipt m:	
Cashier's Initials:	