

**Newcastle Business School** 



Application Form - *undergraduate* (for undergraduate programmes offered by Newcastle Business School of Northumbria University, in collaboration with the School of Professional Education and Executive Development)

	. <b>Programme</b> (Please indicate your preference if you wish to be considered for admission to more than one programme, e.g., mark "1" for first choice, "2" for second choice, etc.; otherwise, please tick.)						
Bachelor of Arts (Honours) in	E	Bachelor of Arts (Honours) in					
Business Management	L	_ogistics and Supply Chain Management					
Full-time (day)		Full-time (day)					
Part-time (evening)		Part-time (evening)					
Bachelor of Arts (Honours) in							
Human Resource Management							
Full-time (day)							
Part-time (evening)							

2. Personal details						
Title (Mr/Mrs/Miss/Ms/others)						
Name (This should correspond with that on ye	our Hong Kong ID Card /					
Surname/Family name		First/Given name(s)				
Correspondence address						
	1					
Telephone	(mobile)	(office)				
Fax						
E-mail address						
Hong Kong ID Card no.						
Date of birth (dd/mm/yyyy)						
Sex	□ Male		Female			
Country of birth						
Country of residence						
Nationality						
Years of residence in Hong Kong						
Please tick if you are a non-local	al applicant					
Place of Origin						
(Note: Non-local applicant is defined as a person entering Hong Kong for purpose of education with a student visa/entry permit issued by Director of Immigration. It is the responsibility of the non-local applicant to check with the Immigration Department regarding visa application issues <u>before</u> submitting the application form. Admissibility of applicants will be subject to possession of a valid student visa/entry permit to this effect. Failing this, no refund of application fee and tuition fee would be arranged.)						
We offer equal opportunities to all applease tick the box below and specify t						
	of the Disability:					

# 3. Fee status details

**Fee Payer** Who is expected to pay your fees: (Yourself, family member, employer, others)

4. English language proficiency							
If English was the language of instruction in your previous study (i.e., secondary school, high school or university), please state the number of years you studied in English and in which institution(s):							
If your first language is not English, have you taken or will	Da	ate	Score				
you be taking any of the following tests:	(Taken or t	to be taken)	(Please attach a copy of your				
	Month	Year	results certificate)				
HKALE Use of English							
International English Language Testing System (IELTS)							
Test of English as a Foreign Language (TOEFL)							
Others, please specify							

5a. Formal stu	Idies and qualifications (Pleas Attach	e specify all form a certified copy	nal qualifications	s, academic and professional, you currently nd transcripts of all results.)	have.
Level/Award (e.g. High School/ Bachelors)	Subject/Major	Start Date (mm/yy)	End Date (mm/yy)	Institution and Place of Study	Overall result/ Grade

5b. Current st	<b>5b.</b> Current studies (Please specify any academic and/or professional qualifications for which you are currently studying.)							
Level/Award	Subject/Major	Institution and Place of Study	Expected					
			Completion Date					

<b>5c.</b> Additional training (Please specify any courses of study or training, including in-company training, which did not result in a formal qualification.)								
Level/Award	Subject/Major	Start Date (mm/yy)	End Date (mm/yy)	Institution and Place of Study				

6a. Current employment details (if applicable)						
Employer's name and business						
Employer's address						
Telephone number						
Your current position	Start date	Full-time / Part-time*				
Brief descriptions of duties						

	(Give details below of any previous work necessary, or attach your CV/résumé.)	experience and emp	oloyment. C	ontinue on a	separate she	et if
Job title/Nature of work	Name of organisation	Full-time or	Fr	om	T	0
	_	Part-time	Month	Year	Month	Year

Your reasons for (This section must be co	applying for the program	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	

\* Please delete as appropriate

8.	How did you learn about the programme for which you are applying? (Please tick more than one box if appropriate.)						
	Family		Friend		Advertisement		School/University
	Website		Exhibition		Others, please spe	cify:	

### 9. Declaration

I confirm that, to the best of my knowledge, the information given in this form is correct and complete. I have read or had explained to me the instructions, in particular those regarding this section. I understand what they say and I agree to abide by the conditions set out there, which I accept as conditions of this application.

I authorise Northumbria University and PolyU SPEED to use my data including the Hong Kong ID Card no., public examination results and other qualifications, for the following purposes:-

- as a basis for all types of processing relevant to admission to the programme(s) and for all other associated purposes, including identifying multiple applications or registration, and checking records of my studies as a student in institutions in Hong Kong and elsewhere;
- for Northumbria University and PolyU SPEED to extract from their records and for relevant institutions to provide them with information about my studies;
- for Northumbria University and PolyU SPEED to send me information on the institutions including programmes or courses they offer from time to time;
- for transferring to the student record system upon successful outcome of my application. The data, together with
  my photo image collected at time of registration, will be used in activities in support of my study at PolyU SPEED
  including those conducted by the students' organisations. These will later on form the graduate record which may
  be used in support of alumni activities;
- for statistical and research purposes (all personal identifiers such as name, Hong Kong ID Card no., address and telephone number will be deleted).

I declare that the information given in support of this application is accurate and complete, and understand that any false information and misrepresentation will lead to disqualification of my application for admission and resulted registration. Fees paid will not be refunded.

Date .....

Applicant signature.....

#### Please return your completed application to:

School of Professional Education and Executive Development (SPEED) QR802, 8/F, Core R The Hong Kong Polytechnic University Hung Hom, Kowloon, Hong Kong

## **Checklist for applicant**

- The form is completed in full.
- $\Box$  The form is signed.
- Copies of certificates are enclosed.
- Copies of transcripts are enclosed.
- English language test results are enclosed.
- Original receipt of application fee payment (e.g. ATM receipt) is enclosed.