



## PROFESSIONAL ENGLISH Application Form

Please complete the Application Form and mail, fax or email it to CIIM (details shown below)

**Desired starting period:** \_\_\_\_\_

Surname \_\_\_\_\_ First name \_\_\_\_\_ Middle name \_\_\_\_\_

Date of birth \_\_\_\_\_ Gender \_\_\_\_\_ Identity card no. \_\_\_\_\_

Place of birth \_\_\_\_\_ Nationality \_\_\_\_\_ Country of residence \_\_\_\_\_

### What is your current occupation?

Company \_\_\_\_\_

Job Title \_\_\_\_\_

### Academic Background:

Degree: \_\_\_\_\_

University \_\_\_\_\_

### Mailing Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. no. \_\_\_\_\_

Mobile no. \_\_\_\_\_

Fax no. \_\_\_\_\_

Email address \_\_\_\_\_

If you have applied and been accepted onto a CIIM degree programme, please indicate the programme.

Full time    Part-time    MBA    MPSM    MSc \_\_\_\_\_  
(insert programme name)

### English language qualifications

Have you ever taken an IELTS or TOEFL examination?    No    Yes

If "Yes", please give details below.

#### IELTS exam results:

Overall band score \_\_\_\_\_ Date taken \_\_\_\_\_

Individual scores: Listening: \_\_\_\_\_ Reading: \_\_\_\_\_ Writing: \_\_\_\_\_ Speaking: \_\_\_\_\_

**TOEFL exam results:**

Individual scores: Listening: \_\_\_\_\_ Structure: \_\_\_\_\_ Reading: \_\_\_\_\_ Total: \_\_\_\_\_ Writing: \_\_\_\_\_

If you have taken any other international examinations in English please give details:

Exam: \_\_\_\_\_ Listening: \_\_\_\_\_ Structure: \_\_\_\_\_ Reading: \_\_\_\_\_ Total: \_\_\_\_\_ Writing: \_\_\_\_\_

For how long have you studied English? \_\_\_\_\_

When was the last time you studied English in a classroom? \_\_\_\_\_

Dates: \_\_\_\_\_ How many hours per week? \_\_\_\_\_

What is your level of English now? Listening: \_\_\_\_\_ Reading: \_\_\_\_\_ Writing: \_\_\_\_\_ Speaking: \_\_\_\_\_

( 5= Very Good    4 = Good    3 = Average    2 = Below average    1 = Basic)

What do you hope to gain from the course? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I understand that:**

- Submission of this form does not guarantee a place on the course.
- I must start the course on the first day, and must give notice in writing if I wish to cancel my participation or withdraw from the programme.
- In case of withdrawal by the second week of classes, CIIM will refund the portion of the tuition fees corresponding to the remaining part of the programme minus the registration fee.
- After the third week, I understand and accept that no fees will be refunded and I will be responsible for the full cost of the programme.
- If payments are not made on time, CIIM reserves the right to charge a late payment fee of €50.
- In case the course is cancelled I will be entitled to a full refund, including the registration fee.

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

**Date:** \_\_\_\_\_

**Payment**

A Registration fee of €100 (deducted from tuition fees) should be submitted together with application form. The remaining fees will be paid in three instalments.

Please remit payment by cheque (made payable to CIIM) or make a bank transfer to the following CIIM bank account:

- Bank of Cyprus (account no. 0113-01-037963)

For any further information please contact:

[execadmin@ciim.ac.cy](mailto:execadmin@ciim.ac.cy) / [www.execedu.ac.cy](http://www.execedu.ac.cy) / Tel.: 22462246 / Fax: 22340383