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T:+35725736501, F:+35725736629 college@ctleuro.ac.cy, [www.ctleuro.ac.cy](http://www.ctleuro.ac.cy)

## APPLICATION for ADMISSION

Admission requested for the \_\_\_\_\_ Semester, Year: \_\_\_\_\_  
(Fall / Spring / Summer)

### APPLICATION INSTRUCTIONS:

1. Complete all parts of this Application Form
2. Make sure you are aware of all regulations included in the current official CTL Eurocollege prospectus before signing.
3. Send /submit the completed Application for Admission Form to:

### CTL EUROCOLLEGE:

#### Admissions Office

P.O. Box 51938, 3509 Limassol, Cyprus or electronically to: [admission@ctleuro.ac.cy](mailto:admission@ctleuro.ac.cy)

### PART 1 – PERSONAL DATA

Title: Mr / Mrs / Miss

First Name: .....

Last Name: .....

Date and Place of Birth: .....

Permanent Home Address: Street, No & Name.....

City .....Country: .....

Nationality .....

e-mail address.....

Telephone.....Fax.....

Passport No/ ID number.....

Date of issue..... Place of issue.....

Date of expiry.....

Do you need to mention any physical handicap which the College should be aware of?

.....

### PART 2 - PROGRAMME OF CHOICE

Programme of Study for which you are applying

- a) First Choice.....

b) Second Choice.....  
Academic Status

a) State whether you are applying as a Fresh or a Transfer Student from another  
Institution of Higher education.....

b) Do you intend to be a Full-time or a Part time Student? (overseas non EU Candidates only F.T)  
.....

**PART 3 – PREVIOUS EDUCATION**

a) List in chronological order all Schools, Colleges or Universities you have attended, starting from the most recent one. MBA Candidate Students must mention the College or University where the Bachelor’s Degree was acquired.

Date		Name and Type of School	Final Average Grade earned	Qualification acquired
From	To			

b) List in chronological order all external examinations passed, including English language examinations, starting from the most recent one.

Date of Examination	Examining Body	Subject	Level	Grade Obtained

**PART 4 – FINANCIAL DATA**

The following section must be filled in by the person who will assume responsibility for the Candidate Student’s financial obligations while studying (parent, guardian or the candidate him/ herself).

Sponsor’s Name (use block letters).....

Home Address .....

Telephone .....e-mail.....

Relationship to Candidate Student .....

I hereby confirm that I assume responsibility for the financial obligations of the Candidate Student named in this application, and that I will be responsible in the event of default.

Date .....

Sponsor's signature .....

If the student has an Educational loan, please give details.....

**PART 5 – ACCOMMODATION AND TRANSPORTATION SERVICE**

a) Please indicate if you wish temporary accommodation to be arranged (on your own cost). Tick which is applicable.

YES   NO

**For International / EU Candidate Students**

b) Please indicate if you need airport pick-up on your arrival (on your own cost). Tick which is applicable.

NO  YES

**PART 6 – REFERENCES**

In support of your application, you are required to submit one or two letters of recommendation, preferably from your latest Principal / School Counsellor / Senior Teacher or Employer. This recommendation will facilitate the decision of the Office of Admissions.

a) Name.....

Postal Address ..... Telephone .....

e-mail ..... Relationship to Student:

.....

b) Name.....

Postal Address ..... Telephone .....

e-mail ..... Relationship to Student:

.....

**Data protection**

Any processes of personal data shall be made pursuant to local legislation, including, but not limited to, the Cyprus Law (The Processing of Personal Data (protection of individuals) Law 138 (I) 2001 as amended), and when applicable from 25 May 2018, the EU General Data Protection Regulation (GDPR). The "Controller" is Ctl Eurocollege, and personal data shall have the same meaning as in the Cyprus Law and the GDPR.

Your personal data will be processed only by the competent personnel and staff of the College. This data will be processed in order to comply with local and international laws, regulations and standards. You are informed and acknowledge that the College may legally conduct any necessary and immediate processing of your personal data for the purposes of the College carrying out its legal obligations and legitimate interest.

Your personal data may be shared among our associates and / or agents for your admission purpose and the relevant governmental departments for your visa obtainance. In other cases where your specific and/or explicit consent becomes necessary to process your personal data, the College will provide you with a separate declaration.

You reserve the right to object, grant access, and be kept informed on any matter pertinent to your personal data. Your personal data will only be retained for as long as necessary, unless any legislation requires for a specific retention period. Furthermore, should you disagree with or object to any matter concerning the processing of your personal data, you have the right to put this in writing to the Ctl Eurocollege.

The College does not disclose your personal data to third parties, except where necessary for the purposes of professional, legal, or accounting obligations and/or advise to the College. These third parties are required to comply with the applicable EU data protection law and standards and to use your personal data strictly for the purposes described in this Policy.

The College will take appropriate technical and organisational measures intended to protect against unauthorised or unlawful processing of your personal data and against accidental loss or destruction of, or damage to, your personal data.

**PART 7 –APPLICANT’S STATEMENT**

I certify that the information given on this application is complete and accurate to the best of my knowledge. I hereby apply for admission and if accepted and enrolled, I agree to comply with the regulations of **CTL Eurocollege**.

Please tick the box if you consent to receiving updates or additional information on the College's Programmes of Study.

Name:.....

Signature:.....

Date:.....

**Please submit the following together with your Application:**

Local & EU Candidate Students	International non EU Candidate Students
<p><b>Undergraduate Candidates</b></p> <ol style="list-style-type: none"> <li>1. A completed Application form.</li> <li>2. A non-refundable Application fee of €65.</li> <li>3. An attested copy of original High School Leaving Certificate or of twelve year schooling and/or other certificates and or Diplomas of previous academic record.</li> <li>4. 1 recent passport-size photograph of good quality.</li> <li>5. A copy of valid Identity Card.</li> </ol> <p><b>Please note that:</b></p> <ol style="list-style-type: none"> <li>1. All documents not in Greek must be translated in English.</li> <li>2. Transfer Candidate Students from other Universities and Institutions of Higher Education need to provide transcripts and descriptions of subjects taken.</li> </ol> <p><b>Postgraduate Candidates</b></p> <p>In addition to 1-5 above the following are required:</p> <ol style="list-style-type: none"> <li>6. An attested copy of an at least 3 year Programme Bachelor's Degree.</li> <li>7. An attested copy of transcripts. <b>Please note that:</b></li> </ol> <p>All documents not in Greek must be translated into English.</p>	<p><b>Undergraduate Candidates</b></p> <ol style="list-style-type: none"> <li>1. A completed Application form.</li> <li>2. A non-refundable Application fee of €65.</li> <li>3. A non-refundable Migration Application fee of €85.</li> <li>4. Attested original and attested copy of original Secondary and High School Certificates with corresponding mark sheets.</li> <li>5. A clear attested copy of passport, valid for at least two year from the date of commencement of studies.</li> <li>6. An attested original Bank Certificate accompanied by a Bank statement showing a minimum amount of €7000 for at least one month from the day of submission of the application.</li> <li>7. An attested original Police Certificate valid for a minimum of 6 months.</li> <li>8. An attested original Medical Certificate for Hepatitis B and C, HIV/AIDS, Syphilis, Tuberculosis and Chest X-ray tests.</li> <li>9. 2 recent passport-size photographs of good quality.</li> </ol> <p><b>Please note that:</b></p> <ol style="list-style-type: none"> <li>1. All documents must be translated into English.</li> <li>2. Transfer Candidate Students from other Universities and Institutions of Higher Education need to provide transcripts and descriptions of subjects taken.</li> </ol> <p><b>Postgraduate Candidates</b></p> <p>In addition to 1-5 above the following are requested:</p> <ol style="list-style-type: none"> <li>10. An Attested original and attested copy of a Bachelor's Degree. This should have a duration of at least 3 years.</li> <li>11. An Attested original and attested copy of transcripts.</li> </ol> <p><b>Please note that:</b></p> <p>All documents must be translated into English</p>

**Evidence of English language abilities.**

**(This applies for the programmes in which English is the language of instruction)**

The language of instruction at Ctl Eurocollege is English for the majority of Programmes offered.

Candidates who are **not** native speakers of English need to provide evidence of adequate command of this language.

Please follow the link below:

<http://www.ctleuro.ac.cy/en/admission/application-procedure>