

REGISTRATION FORM

PLEASE COMPLETE ALL THE SECTION IN THIS FORM IN BLOCK LETTERS

STUDENT NO: (OFFICE USE ONLY)

PERSONAL DETAILS

TITLE - MR. / MS. / MRS. / Dr.	FIRST NAME:	
DATE OF BIRTH:	LAST NAME:	
PASSPORT NUMBER:	CONTACT NUMBER (PRIMARY):	
PASSPORT EXPIRY DATE:	CONTACT NUMBER (SECONDARY):	
NATIONALITY:	EMAIL ID:	
ADDRESS:		
	UAE - (CITY):	

COURSE APPLIED FOR

COURSE TITLE:	SPECIALIZATION/ CONCENTRATION:	
UNIVERSITY / AWARDDING BODY:		

ACADEMIC QUALIFICATIONS

DEGREE TITLE	FIELD OF STUDY	COMPLETED YEAR	MEDIUM OF INSTRUCTION
1).			
2).			
3).			

EMPLOYMENT DETAILS

NAME OF THE COMPANY	DESIGNATION	NO. OF YEARS	COUNTRY & CITY
1).			
2).			
3).			

DOCUMENTS REQUIRED (ATTACHED ALL THE FOLLOWING DOCUMENTS WITH THIS FORM) (TYPE YES OR NO)

DOCUMENT DESCRIPTION	YES	NO
SOFT COPY OF RECENT PASSPORT SIZED PHOTOGRAPH WITH WHITE BACKGROUND		
COPIES OF ALL PREVIOUS ACADEMIC CERTIFICATES /QUALIFICATION AND OTHER OFFICIAL TRANSCRIPTS		
UPDATED RESUME		

TERMS & CONDITIONS

1. Cornerstone College of International Studies is only tuition and training provider and all transcript/certificate/diploma/degree are awarded by external accredited awarding bodies only.
2. The programs are fully accredited by authorities in the relevant countries from where the qualification originate from.
3. All candidates should research him/herself and seek necessary information beforehand of the admission, from all relevant government bodies and organizations in which they are being admitted by Cornerstone College of International Studies.
4. Cornerstone College of International Studies will help the student to get acceptance letter from the university to apply for study visa abroad.
5. The equivalency rules and regulations are solely set by MOE/NQA/KHDA - UAE which change over the period of time.
6. The MOE/NQA/KHDA - UAE has the right to accept or refuse to issue equivalent certificate without any responsibility on Cornerstone College of International Studies or the organization who has issued the TRANSCRIPT/CERTIFICATE/DIPLOMA/DEGREE.
7. Registration, admission, examination and any other fee payable to any government or awarding body, Cornerstone College of International Studies or private organization is nonrefundable.
8. The MBA top-up will be solely delivered and assessed by the Chichester University partner college London Graduate School UK, (with whom Cornerstone College UAE is affiliated), and the MBA certificate will be validated and awarded by the University of Chichester, UK / The MBA top-up will be solely delivered and assessed by the Buckinghamshire New University partner college, the Magna Carta College UK (with whom Cornerstone College UAE is affiliated), and the MBA certificate will be validated and awarded by the Buckinghamshire New University, UK.
9. If monthly payment is defaulted for 3 consecutive months then the registration is considered to be cancelled and the candidate shall have to re-register again with the fee to continue the studies.
10. Cornerstone College of International Studies is only tuition & training provider and does not provide any guarantee for student visa.
11. All programs conducted by CCIS will be taught in English.
12. In case if the student changes the program during the study a significant amount of payment will be deducted as per the

DECLARATION

- I declare that the information provided by the college is crystal clear without any doubts. The Cornerstone College of International Studies staff has clearly explained all the points. I also declare that the information provided by me in the admission form is true and complete to best of my knowledge.
- I understand if the information is incomplete / erroneous / omitted / any documents listed is missing, my admission shall not be considered and be cancelled without any prior notice or refund.

MUST BE FILLED BY THE STUDENTS	
REGISTRATION FEE	
TOTAL TUITION FEE	
ADMINISTRATION FEE	
UNIVERSITY FEE	
TOTAL FEE FOR THE COURSE	

CANDIDATE SIGNATURE: -----

DATE: -----

Note: After signing this document scan and send it to dean@ccisuae.com along with the other required documents for enrollment.

ENROLLED BY:	STAMP:	HEAD OF DEPARTMENT:
--------------------	--------------	---------------------------