

## APPLICATION FOR ADMISSION TO UNDERGRADUTE STUDY

For the exclusive use of the Admissions Office

Date received by the Admissions Office: \_\_\_\_\_

Decision:  Accepted  Conditionally accepted  Rejected

Notes: \_\_\_\_\_

Program:  Degree Program  Foundation Program

Intensive English Program

Major: \_\_\_\_\_

Student status:  New  Transfer

Attach  
Recent Photograph  
here

ID Number:

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### PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM

1. All items must be filled-in. Incomplete applications will not be considered.
2. Applicants must complete the application themselves.
3. An admission is valid only for the academic year in which the student applies.
4. Applicants should not wait to apply until the results of high school examinations (or their equivalent) are announced.
5. Apply early. Missing documents should be submitted to the Admission office before the announced admission deadline.

### Checklist

When completing your application please make sure that:

- The application form is completely filled in and signed.
- The declaration on the last page of the application form is completely filled in and signed.
- Attested copies of all educational certificates are enclosed.
- A copy of a valid passport is enclosed.
- A copy of a residency visa page for expatriates is enclosed.
- A copy of a UAE Identity Card (both sides) is enclosed.
- Four recent passport size photographs are enclosed.
- Approved Tests of English Language Proficiency. For programs taught in English a minimum score of 1100 on the English language portion of the EmSAT examination, or its equivalent on other national or internationally-recognized tests that are approved by the CAA, such as TOEFL scores of 173 CBT (Computer-Based Test), 61 iBT (Internet-Based Test), 500 PBT (Paper-Based Test), or 5.0 IELTS
- Approved Tests of English Language Proficiency. For programs taught in Arabic a minimum score of 950 on the English language portion of the EmSAT examination, or its equivalent on other national or internationally-recognized tests that are approved by the CAA, such as TOEFL scores of 139 CBT, 51 iBT, 450 PBT, or 4.5 IELTS
- Approved Tests of Arabic Language Proficiency. For programs taught in Arabic a minimum score of 1000 on the Arabic language portion of the EmSAT examination
- Official transcripts from other universities and course syllabi for credit transfer are enclosed (if you are transferring from another university).
- A non-refundable application and admission fees of AED 1500 is enclosed.

**Note: You will be required to present your original documents for review at the time of the interview.**

## PLEASE CHECK YOUR PREFERENCES

## Semester applying for:

- Fall \_\_\_\_\_ (Year)
- Spring \_\_\_\_\_ (Year)
- Summer I \_\_\_\_\_ (Year)
- Summer II \_\_\_\_\_ (Year)

## Status:

- Full time     Part time
- First year     Visitor
- Transferred** (please specify previous university): \_\_\_\_\_

## Indicate your choice of Major according to your preferences:

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

Specialization \_\_\_\_\_

## GENERAL INFORMATION

- Print Name (as shown on passport):  
English: \_\_\_\_\_  
Arabic: \_\_\_\_\_
- Address: \_\_\_\_\_
- P.O. Box: \_\_\_\_\_ City/Emirate(as per the passport or visa): \_\_\_\_\_
- Mobile: ( \_\_\_\_ ) \_\_\_\_\_ Home Tel: \_\_\_\_\_
- Work Tel: \_\_\_\_\_ Emergency Tel: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_
- Date of Birth: (DD/MM/YY) \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender :  Male  Female
- Nationality: \_\_\_\_\_
- Passport No: \_\_\_\_\_ Place of Issue: \_\_\_\_\_ Expiry Date: \_\_\_\_\_
- Emirates ID No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_
- Are you currently employed?  Yes (If yes, please specify the employer's name)  No \_\_\_\_\_
- Do you need transportation?  Yes  No
- Do you have any physical disability? (This information is confidential)  Yes  No  
If yes, please specify: \_\_\_\_\_

## PARENT OR GUARDIAN DETAILS

- Guardian's Name: \_\_\_\_\_
- Guardian's Relationship to applicant: \_\_\_\_\_
- Guardian's Address : \_\_\_\_\_  
P.O. Box: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

## UNDERGRADUATE ADMISSION REQUIREMENTS

- Indicate type of secondary certificate you hold or expect to receive:

General Secondary School Certificate       High School Diploma  
 British Certificate (IGCSE)       Other (Please Specify): \_\_\_\_\_

- High School Branch:     Science     Literature     Other (Specify): \_\_\_\_\_

- High School Score : \_\_\_\_\_

- List the secondary school from which you graduated and any universities you have attended with dates of attendance:

Name of School or University	Program	Location (Country)	Dates of Attendance	
			From	To

- EmSAT English score: \_\_\_\_\_ Date: \_\_\_\_\_

- EmSAT Arabic score: \_\_\_\_\_ Date: \_\_\_\_\_

- TOEFL score: \_\_\_\_\_ Date: \_\_\_\_\_

- IELTS score: \_\_\_\_\_ Date: \_\_\_\_\_

- List your work experience:

Job Title	Company Name	Company Address	Dates of Employments	
			From	To

- Extra Activities:

1	
2	
3	
4	

- Finance:

Self Sponsor       Parents/Guardians

Company Sponsorship (Please specify): \_\_\_\_\_

## HOW DID YOU KNOW ABOUT CUCA?

Newspaper     Radio       Bill Board (please specify the Emirate): \_\_\_\_\_

School visit     Friends       Other (please specify): \_\_\_\_\_

## DECLARATION

1. I certify that all the information provided in this application are, to the best of my knowledge, complete and accurate.
2. I agree to pay a non-refundable application and Admission fees along with this application.
3. I declare that I understand the college rules, regulations and program requirements.
4. I agree to pay the tuition fees in full prior to the start of the semester.
5. I understand that nonpayment of the above tuition fees will result in exclusion from the course until payment is made.
6. I agree to abide by all the rules and regulations of CUCA as mentioned in the Catalog and the Student Handbook.
7. I declare that I received the Catalog and the Student Handbook.
8. I am aware of the requirements for any missing documents, and I agree to submit them before the end of the semester.
9. In case of incorrect or misleading information or concealment of facts, the College has the right to refuse or cancel the admission and expel the student.
10. The college reserves the right to review the fees, when deemed necessary.

Applicant's Signature: \_\_\_\_\_ Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## FOR OFFICIAL USE ONLY

**The Undergraduate Admissions Committee Recommendation:**

Accepted

Notes: \_\_\_\_\_

Conditionally Accepted

Conditions: \_\_\_\_\_

Rejected

Reasons: \_\_\_\_\_

## CHECKED BY

Admissions Officer: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Reviewed by:**

Admissions Officer: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Final Admission Confirmation:**

Registrar: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_