

Application for Admission

This form can be typed or completed in CAPITAL LETTERS using blue or black ink.

Personal Information							
Full Name (as printed in passport) Please underline Family Name:							
Date of Birth							<input type="checkbox"/> Male <input type="checkbox"/> Female
	Day	Month	Year				
Marital Status	<input type="checkbox"/> Single <input type="checkbox"/> Married		Nationality				
International Passport No.			Singapore/Permanent Residence NRIC No.				
Home Phone			Mobile Phone				
Email							
Personal Address							
Number and Street							
Suburb/Town							
State							
Country					Postal Code (if any)		
Mailing Address (if different from above)							
Number and Street							
Suburb/Town							
State							
Country					Postal Code (if any)		

Parent/Guardian Information		
	Father/Guardian	Mother/Guardian
Name		
Passport or NRIC No.		
Nationality		
Occupation		
Contact Number		
Email		

Academic Qualifications
Provide details of any qualifications you have obtained and/or are currently pursuing

Name of School	Country	Language of Instruction	Period of Study		Certificate Awarded
			from mm/yyyy	to mm/yyyy	

English Language Proficiency

As all courses are taught in English, applicants need to meet a minimum English language requirement. Applicants must either have obtained a satisfactory score in one of the tests shown below or reach an equivalent standard in the Insworld English Language Placement Test.

Have taken TOEFL?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, year taken	score
Have taken IELTS?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, year taken	score
Have taken IGCSE / 'O' level English language?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, year taken	score

Academic Course Selection	Duration of Study (1 term = 3 months) (No. of terms is subject to student's academic qualifications)
<input type="checkbox"/> London Edexcel GCE 'A' level	<input type="checkbox"/> 6 terms (Standard) <input type="checkbox"/> 5 terms <input type="checkbox"/> 4 terms <input type="checkbox"/> 3 terms <input type="checkbox"/> 2 terms <input type="checkbox"/> 1 term Commencing: <input type="checkbox"/> Jan <input type="checkbox"/> Mar <input type="checkbox"/> Jul <input type="checkbox"/> Sep Year
<input type="checkbox"/> London Edexcel IGCSE ('O' level equivalent)	
<input type="checkbox"/> Edexcel International Tuition Programme (Junior Secondary)	
<input type="checkbox"/> English for Academic Study	

Future Plans

What are your plans after studying at Insworld?

Market Research	
How did you find out about Insworld? (√ all that apply)	
<input type="checkbox"/> Agent	<input type="checkbox"/> Search Engine (eg. Google, Baidu, etc.)
<input type="checkbox"/> Referral (School / Family / Friend / Others)	<input type="checkbox"/> 3 rd Party Web Site
<input type="checkbox"/> Other (Advertisements / Seminar / Exhibition)	
Additional Items	
The following items are required to be submitted with your application form:	
<input type="checkbox"/> A non-refundable registration fee of SGD700.00 (International bank draft made payable to “Insworld Institute Pte Ltd”)	
<input type="checkbox"/> Two recent passport-size photographs (on white background)	
<input type="checkbox"/> Certified* copies of school results/transcripts and school leaving certificate (if original transcripts are in any language other than English, please provide a certified translation)	
<input type="checkbox"/> Photocopy of NRIC or International Passport (indicating personal details and expiry date)	
* Certified means witnessed by a member of staff or approved agent of Insworld, the Principal of the school that issued the transcript or a 3 rd party with the legal power to certify documents in your country. All students must produce the originals of these documents for verification before commencing their studies at Insworld.	
Applicant’s Declaration and Signature	
<ul style="list-style-type: none"> ▪ I declare that I have read the instructions on this application form and that the information I have provided is correct and complete. ▪ I declare that I have read and understand all the important and relevant information in the ‘Prospective Student Pre-Course Counselling Form’ ▪ I understand that the registration fee of SGD700.00 is non-refundable. 	
.....
Signature of Applicant	Signature of Parent/Guardian (if applicant is below 18 years of age)
Date:	Date:
Confidentiality	
The Institute is committed to maintain the confidentiality of the student’s personal information and undertakes not to divulge any of the student’s personal information to any unauthorized third party without the prior written consent of the student.	
Applicants should send completed application form, passport size photographs, registration fees, transcripts, photocopy of international passport to:	Agent Stamp
Admissions Office Insworld Institute No 2 Serangoon Road #03-18, The Verge Singapore 218227 Telephone: +65 6732 1728 Facsimile: +65 6734 6398 Email: admissions@insworld.edu.sg www.insworld.edu.sg	

Prospective Student Pre-Course Counselling Checklist

This form is to be used as a guide when you intend to apply to Insworld. Please ensure that you understand all relevant items shown below. This information can also be found at www.insworld.edu.sg. If you require any further clarification or assistance, please do not hesitate to contact us.

Information that you should know before applying to Insworld	√
Location, facilities and infrastructure	
Course information	
Total fees payable (tuition and non-tuition)	
EduTrust and Council for Private Education (CPE)	
Sample of Student Contract	
Fee Protection Scheme adopted by Insworld (HSBC Escrow Account) including payment methods, installment payment amounts and due date.	
Medical Insurance	
Refund Policy	
Transfer of Course Policy	
Withdrawal Policy	
Deferment Policy	
Student Support Services	

Additional information for International Students	√
ICA Policies and Procedures, Student's Pass application procedures	
Singapore Law	
Living in Singapore (accommodation, transportation and living cost)	

Application declaration and signature

By signing this form, I confirm I have been properly and fully informed regarding **ALL** of the above information.

Name and Signature of Applicant

Date