



UTech ACADEMY
237 OLD HOPE ROAD, KINGSTON 6

APPLICATION FORM

NOTE: This form should be completed and submitted with:

- Supporting Documents (original & copies), Letter(s) from sponsor(s)
- Passport size photograph of applicant
- APPLICATION FEE – (\$1000.00) Non-refundable

**ASSOCIATE DEGREE IN BUSINESS
ADMINISTRATION**

(Name in full) Mr./Ms./ Mrs. _____

Mailing Address: _____

Telephone No: (Mobile) _____

Work: _____

Home: _____

E-Mail: _____

Next of Kin: _____

Relationship: _____

Address: _____

Tele. #: _____

Present Employer: _____

Address: _____

For Official Use Only

I.D. No. _____

Application Fee: \$ _____

Course Fee: \$ _____

Date Rec'd: _____

Recommendation: _____

Present Position (Title): _____

Immediate Supervisor (Name): _____

Position (Title): _____

Date employed from: _____ to: _____

Tele.#: _____

PAYMENT OF FEES: APPLICANTS MUST SIGN THE UNDERTAKING:

I undertake to make payment of all fees if I am admitted to this course

State source(s) from which you expect to derive financial support

SELF SPONSORSHIP SCHOLARSHIP LOAN

If sponsored, state name and address of sponsor

Name of Sponsor: _____

Address: _____

Tele. # _____

State the extent of scholarship

Full

Partial

Authorizing Signature: _____

Date: _____

JOB HISTORY FOR THE LAST FIVE YEARS

Year: _____

Position: _____

Organization: _____

Year: _____

Position: _____

Organization: _____

Year: _____

Position: _____

Organization: _____

Year: _____

Position: _____

Organization: _____

NAME OF ORGANIZATION/CLUB/ASSOCIATION OF WHICH YOU
ARE A MEMBER: _____

Give the names and addresses of two (2) referees. If you are employed, one (1) should be a Manager/Supervisor from your workplace and the other one that can speak of your academic competence.

Name: _____

Position: _____

Address: _____

Tel. No.: _____

Name: _____

Position: _____

Address: _____

Tel. No.: _____

What are your career plans after completing the course?

Will you be available for an interview if required?

Yes

No

Applicant's Signature: _____

Date: _____

**Please return this application form to
UTech Academy
University of Technology, Jamaica
237 Old Hope Rd.
Kgn 6**

Interview Remarks: – FOR OFFICAL USE ONLY

“UTech Academy reserves the right to cancel any course that is undersubscribed;” also “Fees are subject to change without notice.”