



## BA in Applied Management (Human Services) CHECKLIST - For Your Use

### COURSE DETAIL

Course Type: Management Courses  
Course Name: BA in Applied Management (Human Services)

### PERSONAL DETAILS – SELECTED

PPS Number

GNIB Number (for international students, if required)

Emergency Contact number – ready to input?

Identification Document (copy of Passport/Driver's License photo page)

READY?

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### EDUCATION DETAILS

NOTE: International applicants will need to provide proof of English proficiency.

Evidence of English Proficiency (if required)

READY?

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READY?

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Secondary Education Transcripts (only required if no third level education)

READY?

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Further/Higher Education Transcripts (if available, and relevant to the course only)

## SPECIAL REQUIREMENTS / MEDICAL INFORMATION

Ready to input?

READY?

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## PERSONAL STATEMENT

A one-page document completed?

READY?

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## Employer Verification Form

A one-page document completed and signed by the employer?

READY?

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## Volunteer Form if applicable

A one-page document completed and signed?

READY?

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## REFERENCES

NOTE: These are optional and are not required for application to this programme.

## PAYMENT

Ready? To be paid before course commencement.

If using Debit card, then no extra bank charges.

If using Credit card, you will be asked to pay an extra 2% in addition to the course fee.

DEBIT

CREDIT

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### **Please note:**

This checklist is for your own use and does not need to be included in your online application.