

Application -- Technology Study Program

Important notes for completing the application form

1. The American University of the Caribbean, Les Cayes, Haiti. (AUC) is the host University for this program in Haiti. All applicants to this program must first apply for enrolment with AUC.
2. This application form is for applicants to the tCHF sponsored Technology Program only.
3. TCHF is a non-profit organization with the goal of making technology education accessible to Haitian Youths. The program is backed by Metropolitan State University in Minnesota, St Paul USA and the American University of the Caribbean in Les Cayes, Haiti. Both Universities are accredited institutions
4. The technology program consists of three curricula a) 1 year of English as a Foreign Language (EFL) preparation b) 2-4 years Programming curriculum and c) 2-4 years Network Administration curriculum.
5. Please complete and read all parts of the application form. You should also sign & date before submitting. We will be unable to accept applications where the applicant has not stated their date of birth. A Bio/CV/Resume is recommended.
6. **Please keep a copy of your completed application form for your records.**
We ask you to keep a copy of your application form so that, if in future you wish to reapply, you can re-use your original application.
7. **All applications are reviewed on a first come first served basis.**
You may complete the application on "Information Day" Saturday, June 20, 2009 at American University and submit to tCHF personnel. If you are unable to complete your application at that time, please fax to 001-732-294-7862 or email to itprogram@childrenheritage.com. All applications and supporting documents must be received by tCHF on Friday July 31, 2009. Acceptance into the technology program is based on forecasted student numbers.
8. **Please attach a copy of your biographical information to the application form for our review**
The Children Heritage Foundation (tCHF) is asking you to provide information which includes private and or confidential information under U.S. and Haitian law. This information is being asked to process your application. You are not legally required to provide the information tCHF is requesting. However, tCHF may not be able to effectively process your application if you do not provide sufficient information. Please note that this information will be limited to tCHF, partner school officials including faculty & advisors who have legitimate educational interests in the information.
9. **Complete the Application Form printing clearly in dark ink**
Applications will not be reviewed until all documents are received. Allow a minimum of three weeks for processing. Applications not completed by deadlines will be deferred to the next application period.
10. **Questions about this application or the technology program sponsored by tCHF should be directed to itprogram@childrenheritage.com.**

APPLICATION FORM

FOR OFFICE USE ONLY

Internal reference
number _____

Important information

Are you a student of the American University of the
Caribbean (AUC)?
Yes No (note that this is not a prerequisite)

Have you applied before for a similar program?

Yes No

where: _____

when? _____

If you are a student of the AUC please tell us your student
reference number if known.

Student number

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Surname		First Name/s		Title	
Preferred First Name (if different)		Postcode			
* Date of Birth:			Place of Birth		
* proof of date of birth required (birth certificate or baptism papers must be attached)					
Address					
Contact telephone numbers:					
Day		Evening		Other	
Email					
Alternative email					

Select the course study you are applying for. Please note that an EFL Curriculum (English as a Foreign language) is pre-requisite to entering the technology program as well assessment of your proficiency in both English and Mathematics.

Programming	
Network Administration	

Please tell us how you heard about today's event and this program:

tCHF welcomes applications from disabled individuals.

Under the Disability Discrimination Act, a disability is defined as a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.

Do you consider yourself disabled? Yes No

If you consider yourself disabled, please give details of any requirements for interview arrangements.

Give details, in reverse chronological order, of your Higher Education and of any additional studies, you have undertaken as a full-time or part-time student. Please give full details of examination classification or marks and classification of degrees or diplomas.

Dates (month/year)		Institution of Higher Education (both name & address)	Subjects taken	Qualifications gained	Full/part time
From	To				

Do you have a certificate of Baccaulaureate for Part 2? Yes NO

If yes, please attach a copy of the certificate

If no, provide the date you expect to receive _____

Please state membership of any professional bodies.

Give details of any employment, starting with your most recent employment.

Dates (month/year)		Employer and/or institution in which employed	Position held, duties and responsibilities	Full/part time
From	To			

REFERENCES Please give the names and addresses of two persons who would be prepared to give an opinion on your academic experience. **(THIS PERSON COULD BE YOUR CURRENT OR A FORMER TEACHER)**

1	
Postcode:	
Phone number:	
Fax:	
Email:	
Can we contact this person before interview?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	

2	
Postcode:	
Phone number:	
Fax:	
Email:	
Can we contact this person before interview?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	

If you have already taken the SAT, ACT or TOEFL in Haiti, please indicate in the section below. tCHF does not accept these scores on the application. You must have them sent directly from the testing agency to the University.
I have taken the SAT, ACT or TOEFL Yes No

(Write one or two paragraphs about yourself and your goals for the future, in English or French)

The Review Committee will review each application upon receipt. Your application will be treated strictly confidential. Applicants who meet all the qualifications and are accepted for the program will be notified via email

EQUAL OPPORTUNITIES

We have an equal opportunities policy, the aim of which is to ensure that no applicant receives less favourable treatment on irrelevant grounds e.g. sex, race, colour, ethnic or national origins, age, disability, religious, marital status, nor is disadvantaged by conditions or requirements which cannot be shown to be justified and relevant to the Program.

I certify that the above information (and any further information enclosed) is correct. I agree to allow tCHF to process the personal information contained in the form, for any purposes connected with my application.

Signature/name

Date