



NOT TO BE SOLD



HEART Trust/NTA VOCATIONAL TRAINING DEVELOPMENT INSTITUTE (VTDI) STUDENT APPLICATION FORM

Gordon Town Road
P.O. Box 179
Kingston 6
977-1700-5
Fax 977-4304
E-mail vtdi@heart-nta.org

Admissions will not notify applicants of an incomplete application. It is the applicant's responsibility to ensure that all supporting documents are submitted with this form.

PERSONAL DATA

SURNAME:	FIRST NAME	MIDDLE NAME

PHOTO

RELIGION: _____

NATIONALITY: _____

DATE OF BIRTH			MARITAL STATUS	SEX	TRN #
Day	Month	Year	<input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Living with partner <input type="checkbox"/> Married <input type="checkbox"/> Widow/Widower	<input type="checkbox"/> Male <input type="checkbox"/> Female	

ADDRESS:

Mailing: _____ **Tel #: (H)** _____

_____ **Cell #.** _____

Permanent: _____ **Tel. #:** _____

_____ **Fax #:** _____

E-mail Address : _____ **Work #:** _____

NEXT OF KIN

SURNAME	FIRST NAME	MIDDLE NAME	CONTACT NUMBERS
ADDRESS			H _____
			C _____
RELATIONSHIP			W _____

EMPLOYMENT

NAME OF COMPANY/INSTITUTION _____ **Tel #.** _____

JOB TITLE _____

EMPLOYMENT DATE _____ D/ M/ Y	TERMINATION DATE _____ D/ M/ Y
-------------------------------------	--------------------------------------

NAME OF SUPERVISOR _____ **TITLE** _____

SPECIAL RESPONSIBILITIES _____

Are you an Employee of HEART Trust/NTA? Yes No

If yes, what Division and Department do you work? _____

Have you ever attended a HEART institution before? Yes No

If yes, state Registration/ID Number _____

How did you hear about the VTDI? _____

Why have you selected the VTDI? _____

PROGRAMMES

Please select the programme to which you are applying, as well as the preferred location and modality.

- DIPLOMA EDUCATION & TRAINING (POST-GRADUATE)
- DIPLOMA REGISTRY AND STUDENT SERVICES MANAGEMENT (POST-GRADUATE)
- DIPLOMA LEARNING TECHNOLOGIES (POST-GRADUATE)
- BACHELOR OF SCIENCE INFORMATION AND COMMUNICATION TECHNOLOGY
- BACHELOR OF SCIENCE IN CAREER DEVELOPMENT
- ASSOCIATE DEGREE ENTERTAINMENT & EVENTS MANAGEMENT
- ASSOCIATE DEGREE IN ANIMATION
- ASSOCIATE DEGREE IN FACILITIES AND ENERGY MANAGEMENT
- ASSOCIATE DEGREE INFORMATION AND COMMUNICATION TECHNOLOGY
- DIPLOMA DRAUGHTING & BUILDING TECHNOLOGY
- DIPLOMA CONSTRUCTION SITE MANAGEMENT (PT only)
- NVQ LEVEL III - ENTREPRENEURSHIP
- CISCO CERTIFIED NETWORK ASSOCIATE (CCNA)
- PRE-COLLEGE
- NVQ LEVEL IV - ASSESSMENT (ASSESSOR TRAINING)

OTHER

Location	Modality
<input type="checkbox"/> Kingston	<input type="checkbox"/> Part-time
<input type="checkbox"/> Mandeville	<input type="checkbox"/> Full-time
<input type="checkbox"/> Montego Bay	

QUALIFICATION

Subjects/Certification Obtained	Examining Body	Grade	Year Certificate Received	Institution
Certification Pending	Examining Body		Expected date of Examination	Institution

MATURE ENTRY (Applicant must be at least 23 years old and possess at least 3 years experience in the core area of training to be pursued at the VTDI)

FINANCIAL INFORMATION (Please note that documentary evidence may be required to support your response)

Who will be responsible for your fees?

- Self Student Loan Bureau Other (Please specify) _____

All applications must be fully completed and accompanied by:

1. Recent resume (compiled within the last 6 months)
2. Copies of certification of all academic achievements (originals must be taken in to be verified)
3. Proof of age (driver’s license, birth certificate) – originals and copies to be submitted
4. One recent certified passport size photograph
5. Two (2) Referee’s Reports
6. Transcript required for post secondary programmes
7. Copy of marriage certificate
8. Copy of TRN and original for verification

To be considered for entry, applicants must submit a fully completed application form as well as all the items listed above. The application and accompanying documents should be submitted to the VTDI Registry on or before the deadline date.

DISCLAIMER: THE INSTITUTION RESERVES THE RIGHT TO CANCEL THE START OF A PROGRAMME THAT IS UNDERSUBSCRIBED

I hereby certify that the information given on this application form is true, complete and accurate to the best of my knowledge. I further understand that any fraudulent statement made by me in completing this form will lead to instant disqualification or dismissal from the programme.

Signature:

Date: