VISHAN INFOTECH
FULLY REGISTERED: FIJI HIGHER EDUCATION COMMISSION

Attach 2 recent passport – size photographs

APPLICATION FOR ADMISSION

Please ensure that you have all the requirements stated in this checklist before submitting this form

i. Your application will be deemed incomplete if all the necessary documents are not submitted.

ii. Photocopied (non-original)documents must be certified by a Justice of the Peace or Commissioner for Oaths

Please tick the check box to indicate the documents that you have submitted with your application.

- [ ] 2 recent certified colour passport photograph
- [ ] Photos must be labelled with your name and date of birth
- [ ] Certified copy of your Birth Certificate
- [ ] Certified copies of all award certificates and full academic transcripts
- [ ] Certified copy of your TIN ID
- [ ] Other documents (please specify)……………………………………………………………………………

PERSONAL DETAILS

Title:	First Name:	Middle Name:	Last Name:

Date of Birth: DD /MM /YY   Citizenship:

Please provide a postal address for correspondence.

Postal Address: Residential Address:

Telephone: Email:

Emergency Contact:

Provide details of a person who can be contacted in case of emergency. Indicate the relationship of the person you have given

Name :

Home Address:

- [ ] Parent
- [ ] Spouse
- [ ] Other Family Member
- [ ] Non Family Member

Telephone:

Email:

PROGRAMME/COURSE TITLE:

☐ National Certificate in IT   ☐ Diploma Frontdesk Mngt   ☐ Certificate Computerised Accounting

☐ Certificate Business Admin   ☐ Certificate Travel & Tourism   ☐ Diploma in IT

☐ Certificate Graphics & Web Design   ☐ Certificate Sales & Marketing

INTAKE TERM

☐ Term 1   ☐ Term 2   ☐ Term 3   Year: _____

DURATION: One & Half Year / One Year / Six Month -   **Full Time / Part Time -**

EDUCATIONAL BACKGROUND:

Institution/School	Name of Qualification	Location	Year Completed

IMPORTANT INFORMATION

HOW TO APPLY

1. Complete the application form or apply online by visiting www.vishaninfotech.ac.fj

3. Submit your application to Vishan Infotech:
   Level 2, Sarju Prasad Bldg, Vakabale Street, Lautoka
   By email: info@vishaninfotech.ac.fj
   By post: P.O.BOX 372, Lautoka Town

2. Provide certified* copies of the following documents:
   • Birth Certificate
   • Exam Results/ Transcripts
   • Tin ID

DECLARATION:

I acknowledge that the Vishan Infotech reserves the right to deny me admission to a programme or cancel my registration in any course(s) if the information given is incorrect or incomplete or if there is insufficient resources available at the Vishan Infotech for me to successfully complete the programme which I have applied for.

I also acknowledge to pay all the fees in advance, unless and until would not be able to continue my studies further for which Vishan Infotech should not be held responsible in any way(s) and fees is not refundable.

Name: _____   Signature: _____

Date: _____   Parent/Guardian Name: _____

Parent/Guardian Signature (required if applicant is under 18 years old): _____   Date: _____

Please return form to:
Vishan Infotech
Level 2, Sarju Prasad Bldg, Vakabale Street
Lautoka
Call us: 8705744/7649773/6640646
Email: info@vishaninfotech.ac.fj
www.vishaninfotech.ac.fj