



# West Coast University

## Admission Application Form

Paste Passport Size (2"X2")  
recent color photograph  
inside the box

Date of application ..... Country from where applied .....

Course Applied for: .....

Mode of study chosen: Thesis / Online / Distance Learning / RPL / Other

Name of student: .....

Date of Birth (dd/mm/yyyy): ..... Sex..... Marital Status.....

Personal Contact Address of Candidate:.....

Phone: ..... Email: .....

Previous Earned Certificates/Diploma/Degrees (mention all 10<sup>th</sup> Class onwards, add additional sheet if required)

#	Certificate Name	University/Board	Major Subjects/Courses	Accredited by Govt. (Y/N)	Score (%)	Year
1.	10th Class					
2.	12th Class					
3.						
4.						
5.						
6.						
7.						

Signature of applicant: ..... Date: ..... Signature of nominator: .....

*Enrollment to the applied course is subjected to terms and conditions of the university. Read terms and conditions carefully. Signing and submission of this form means acceptance of all terms and conditions of the university.*

Fees payment: Single Installment / ..... Installments

Payment mode DD / Cheque / Online Transfer / Other

Payment made in the name of ..... on this date (dd/mm/yyyy).....  
with transaction ID / DD No. ....

Nominated: Yes/No Nominator Name:.....

Nominator's Relation with WCU: .....

Nominator's official e-mail ID:.....

Asked for RPL? Yes/No Total working experience: ..... Years Presently Employed? Yes/No

Occupation/Designation.....

Name and Address of the Employer/Company.....

.....

.....

E-Mail ID of Employer /Manager.....

Knowledge Specialization Subjects .....

.....

Achievements/Awards:.....

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Brief description about student and how the applied course will help the student in attaining career goals:

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Signature of applicant: ..... Date: ..... Signature of nominator: .....

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## Terms and Conditions of Enrolment for International Students

1. Following are the documents required to be submitted with enrolment form for successful registration in NWMDIU program:
  - a. Two passport size photographs
  - b. Attested photocopies of all educational certificates (10th onwards)
  - c. Attested photocopies of work experience certificates (mandatory for Life experience credits/Honorary Degrees)
  - d. Transcripts of prior incomplete degrees (if asked for credit transfer for continuing degree with WCU)
  - e. Address Proof (Driving License/Passport etc.)
  - f. Identity proofs (some document issued from State/Central Government only, like Passport/Driving License etc.)
  - g. Recommendation letter from Nominator (OPTIONAL – Provide if nominated for by some nominator)
  - h. A detailed resume of the candidate
2. University provides following documents to all its students:
  - a. Original University Degree (Single Copy)
  - b. Original Consolidated Transcript (Single Copy)
3. Any other document like fee receipt, verification letters, registration letter, ID card, Alumni Card etc. if required, the student would need to put additional request explicitly for these documents to WCU Regional Information Centre ([wcuregionalcentre@gmail.com](mailto:wcuregionalcentre@gmail.com)). Additional charges applicable.
4. The student is solely responsible for clearing all dues of the university before award of degree. University does not take responsibility of reminding the students about these.
5. The student would need to complete all examinations and thesis requirements before award of degree.
6. Non-payment of fees in due times would lead to cancellation of registration of the student and re-registration would attract additional charge of 100 USD or as applicable.
7. All fees are non-refundable and non-adjustable. In no case, whatsoever be the case/conditions, refund requests for any payments would not be entertained.
8. All accreditation and affiliation information of the university is provided and updated time to time on the official website of the university. Candidates are themselves responsible to satisfy themselves about the credibility of the university for their Govt. and University is not responsible for any disputes in this regard.
9. Beware of fake affiliates. Students are themselves responsible for checking and getting satisfied about the authenticity of an affiliate of the university. University would not be responsible for any frauds due to affiliates.
10. The students should keep track of updates of their registration and education with the university so that any discrepancies with a study centre can be confirmed in early procedures itself.
11. University may voluntarily provide Apostle Attestation on the degree document from regional authorities for additional costs as applicable. Beyond this, the university is not liable/responsible for any attestation on the documents that may be required to the use of the document in a country. The candidates themselves would be responsible for getting all other attestations required for the use of the document in their intended countries.
12. The student must pay due respect to the assigned proctor, examination coordinator, and other staff of the university. Any misconduct to the rule and disciplinary conduct of the university may lead to cancellation of registration of the student.
13. All degree verifications should be sent to President/VP/Regional Director/Registrar of the university on their official e-mails only. Degree verification in any other mode would not be acceptable.
14. In case the student is facing any problems with the study center or its proctor, it may write to the university.
15. For any dispute, the decision of the university would be considered final and non-challengeable in any form.
16. University reserves its right to add/delete/modify any clause of its terms and conditions without prior notice.

**Signature of applicant:** ..... **Date:** ..... **Signature of nominator:** .....

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