

Admissions and Study Process

Student application process, Learning process, Graduation ceremony, etc.

STAGE 1:

A prospective student **submits Application Form** with all relevant supporting documents at our GCL International Study Campus:

Following scanned documents should be attached with Application:

- ✓ Application Form (must be completed as instructed)
- ✓ Photo ID (scanned photo/ Passport copy)
- ✓ All Academic Certificates & Transcripts (with Level 4-8, where applicable)
- ✓ Curriculum Vitae and Statement of Purpose (if applicable)
- ✓ English Language Testing Documents (if applicable)

Note: Please attach clearly readable & printable resolution version of all documents.

STAGE 2:

1. Our admission staffs **evaluate** eligibility and process registration if applicant meets required criteria.
2. An **offer letter** should be sent to the applicant in 48-72 hours via email.
3. Upon acceptance of the offer an **invoice** will be issued to the student.
4. Student makes **payment** and receives confirmation of enrolment.
5. Student receives welcome email and **login** information of Learning Platform to start accessing study materials at the time intake begins.
6. Student follows **class** lectures, notes, case studies and interacts lecturers.
7. Student uses **resources**: e-Library, community, message centre, guides & tips to prepare all compulsory course modules assignment and submits in due time.
8. Student receives **result** on each module (resit if required).
9. Student receives final **Transcript & Certificate** from the relevant awarding body/ university upon the course completion.
10. Student attends the **graduation ceremony** event to receive an internationally recognised British qualification award.