# Villa College

## APPLICATION TO GRADUATE
(MNQF level 6 and below programmes)

## STUDENT INFORMATION

**First Name:** (As in National ID card )

**Middle Name:** (As in National ID card )

**Last Name:** (As in National ID card )

**National ID Number:**            **Passport Number:**

**Date of Birth:** (dd / mm / yyyy )

**Gender:**  ☐ Male  ☐ Female          **Student ID Number:**

**Permanent Address:**

| | |
|---|---|
| | House Name / Flat No: |
| | Street : |
| | Island / Atoll : |

**Current Address:**

(If different from above )

| | |
|---|---|
| | House Name / Flat No: |
| | Street : |
| | Island / Atoll : |

**Contact number:**

| | | | |
|---|---|---|---|
| Mobile: | | Post Code | |
| Mobile 2: | | Office: | |

**Email Address:**

## PROGRAMME AND STUDY DELIVERY DETAILS

| | |
|---|---|
| **Name of the Programme:** | ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ |
| **Course Major / Specialization** | |
| **Commenced Year (Intake):** | (Month/Year) _____    **Completed Year** (Month/Year) _____ |
| **Studied Campus/Learning Centre:** | ☐ QI Campus (Male')  ☐ Naifaru Campus  ☐ Addu Campus  ☐ Lakeside Campus (Shaviyani)<br><br>☐ Fuvahmulak Campus  ☐ Mahibadhoo Campus  ☐Hithadhoo Campus  ☐Other (Specify)<br><br>_____ |
| **Study Mode:** | ☐ Regular  Mode        ☐   Block Mode |

## PROGRAMME AND STUDY DELIVERY DETAILS

1. Have you completed all the modules of the programme?                    ☐  Yes    ☐   No

2. Have you deferred or taken a timeout (break) for a semester or more during your studies?    ☐  Yes    ☐   No

   - Deferred Semester(s): ----------------------------------------------------------------------------------------------

3. Is your enrolled programme an embedded programme with different qualifying exits? (Eg: Master of Research Studies with exit at Postgraduate Certificate/Diploma in Research Studies)

                                                                          ☐   Yes    ☐   No

   - Originally Applied Programme:  -------------------------------------------------------------------------------

   - Certificate Currently Requesting: ---------------------------------------------------------------------------

   - Will you be continuing your studies in the originally applied programme?    ☐ Yes    ☐ No    ☐ NA

   - Will you be exiting the currently enrolled programme at this point?    ☐ Yes    ☐ No    ☐ NA

   Reason for Exit: --------------------------------------------------------------------------------------

4. Have you taken any credit transfer during your studies?                    ☐   Yes    ☐   No

   - Credit Transferred Module(s): -----------------------------------------------------------------------------------
     --------------------------------------------------------------------------------------------------------------------
     --------------------------------------------------------------------------------------------------------------------

5. Are you a sponsored / scholarship student?    ☐   Yes  (Specify) --------------------------------------------------- ☐  No

## DECLARATION BY THE STUDENT

I declare that all the information given in this application form are true and accurate.

| | | | |
|---|---|---|---|
| Signature of Student | | Date | |

## FOR OFFICE USE ONLY

| | | | |
|---|---|---|---|
| Received by: | | Received Date: | |
| Checked by: | | Checked Date: | |
| Approved by: | | Approved Date: | |
| Remarks | | | |