Please complete all sections of the application that are applicable to you and attach the following:

1. One (1) recent passport-size photograph affixed to the form.
2. A copy of your passport page which clearly shows passport number, name, personal data and photograph.

This will help to ensure a complete assessment of your application. Omitting or not supplying some information may result in a delay to your application.

**Important:** Candidates are requested to send the completed form to:

*The Language Centre coordinator*

*GTUC Tesano Campus*

*PMB 100, Accra-North*

*Telephone: 0202625754/ 0202625745*

*Or Email to lc@gtuc.edu.gh*

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### Section 1 - Personal Details

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Mr. /Mrs. /Ms.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Birth</td>
<td>Age .............................................................................................................................................</td>
</tr>
<tr>
<td>Gender</td>
<td></td>
</tr>
<tr>
<td>Place of Birth (Country)</td>
<td>Nationality</td>
</tr>
<tr>
<td>Postal Address</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td>Email Address</td>
</tr>
</tbody>
</table>

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### Section 2 - Emergency Contact

**Emergency Contact Person**

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Relationship to student</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td>Telephone No</td>
</tr>
</tbody>
</table>

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Section 3 - Educational Level

Please tick/indicate the highest qualification you have attained, if applicable

[ ] GCE O/ A-Level          [ ] SSSCE/WASSCE

[ ] Bachelor’s.......................  [ ] Baccalaureate

[ ] Master’s.........................  [ ] Other ................................ (Please Specify)

Section 4 - Preferred Programme

Please tick

Applying for French: [ ] Beginners [ ] Intermediate [ ] Proficiency

Applying for English: [ ] Beginners [ ] Intermediate [ ] Proficiency

Applying for Spanish: [ ] Beginners [ ] Intermediate [ ] Proficiency

Section 5 - Enrollment Options

Day [ ]  Evening [ ]  Weekend [ ]

Section 6 - Language Background

Have you ever studied this language before?

NO [ ]  YES [ ] (if yes, please complete this section)

Where did you study? ...................  No. of hours per week ..................

Please tick your language level: [ ] Basic [ ] Intermediate [ ] Advanced

Do you regularly use this language?  NO [ ]  YES [ ]

How many hours a day...............................................................  

Have you taken any official language test? NO [ ]  YES [ ] (If yes, please specify)

Name of test.................  Level.......................  Score.........................
Section 7  Feedback

How did you find out about GTUC Language Centre?

[ ] Website  [ ] Newspapers  [ ] Brochures  [ ] Radio  [ ] Television

[ ] Outreach  [ ] Recommendations  [ ] Friends  [ ] Other (state).................................

Note: you do not necessarily require an educational background to apply. You will however be subject to a placement test to determine your knowledge in the language you intend to study before you are assigned to a class.

Section 8 - Declaration

I hereby acknowledge that the information submitted is true and correct. I grant GTUC permission to forward any pertinent information to authorized offices and agencies.

I agree to respect the rules, policies and corporate values of GTUC.

GTUC does not discriminate on the basis of sex, abilities, age, race, religion, sexual orientation, national or ethnic origin, or veteran status in the recruitment and admission of students.

Date...........................................  Applicant’s Signature...........................................

FOR OFFICE USE ONLY

Language admitted to: .................................................................................................................

Level admitted to: ....................................................................................................................

Application Fee: .........................  Receipt No: .................................................................

Received and Acknowledged: .......................  Date: ....................................................

Applicant Admitted  Yes ( )  NO ( )

Signature of the Coordinator ..........................  Date..........................