



**SECTION C: EDUCATIONAL HISTORY**

Certified copies of any degrees, diplomas, certificates and official transcripts in English, as well as grading system to enable interpretation of results. Students must submit all required documentation with this application. List any studies you have attempted, whether complete or incomplete.

**Secondary school studies**

Month/year commenced	Month/year completed (expected or actual)	Title of course (e.g. A levels)	Name and country of school

**Tertiary or post-secondary studies**

Month/year commenced	Month/year completed (expected or actual)	Title of course (e.g. Bachelor of Business)	Name and country of institution	Full-time or part-time

**SECTION D: INTENDED DEGREE PROGRAM**

If you would like your employment history considered in support of your application, please attach your curriculum vitae (resumé).

Semester	Year	Course	Campus

**SECTION E: ENGLISH LANGUAGE PROFICIENCY**

Is English your first language?  Yes  No

Have you taken an English language proficiency test in the last 12 months?  Yes  No

Test type (eg IELTS, TOEFL) ..... Results (if known) .....

**SECTION F: CHECKLIST AND DECLARATION**

**Make sure the following are attached:**

- Certified copies of any degrees, diplomas, certificates and official results with grading system  Curriculum vitae (if applicable)
- Certified English proficiency test results (if applicable)

**Applicant's declaration**

1. I declare that the information submitted with this application is true and complete. I further declare that any tertiary academic results submitted are a complete record of all results I have obtained from every tertiary institution I have attended.
2. I acknowledge that failure to disclose my academic record may result in Swinburne revoking an offer or terminating my studies at any stage.
3. I authorise Swinburne and NCHS to seek verification of my academic and professional qualifications and work experience. I understand that Swinburne and NCHS reserve the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false.
4. I understand that at the time of enrolment I will be required to supply originals of all documents used to support this application.
5. I acknowledge that Swinburne and NCHS reserve the right to alter any course, subject, admission requirement or fee without prior notice.
6. I agree to meet my financial obligations to Swinburne and NCHS in full and by the due date provided to me and understand that I will not be permitted to enrol or graduate if I fail to do so.
7. I understand that the personal information I have provided may be released to government agencies as required by law. I further understand that it may be disclosed to third parties for the purpose of progressing my application and enrolment, and administering my course.

Signature of applicant: ..... Date:   /   /

**Send application to:**

Nawaloka College of Higher Studies Telephone: +94 115 899 998  
 No 546 / 3, Galle Road Hotline: +94 777 899 998  
 Colombo 03 Sri Lanka