**Center for Languages,**

**School of Liberal Arts**

**Application form for Certificate Courses, Fall 2024**

**Courses details**

1. *Courses offered:* IELTS Preparatory Course; Introduction to German Language; English Essay, Precis and Composition Writing; English Language Proficiency & Introduction to French Language.

*Total course fee (UMT students, staff, alumni)*: Rs. 6,000

*Total course fee (Outsiders):* Rs. 8,000

*Class Timings. 02:00 – 04:00 PM*

*Course duration*: 8 weeks

*Weekly classes*: Two classes per week

*Duration of classes*: Two hours per class

*Venue*: UMT

*Who can apply*: The course are open to everyone at UMT as well as outsiders.

Application deadline: **October 4, 2024**.

*Schedule*: The certificate courses are expected to start on **October 7, 2024**. Classes will be held at 02:00 – 04:00 PM.

***Refund policy*: Organizers will not be able to refund the fee for the course if the student decides not to pursue the program. However, the full fee will be refunded if the course does not start**. **Certificates will only be awarded with 50% attendance.**

For further details, visit <https://ila.umt.edu.pk/cfl/home.aspx>

Email: ila.cfl.cord2@umt.edu.pk or cfl.hd@umt.edu.pk.

**Instructions to apply**

*Step 1*: Deposit or transfer course fee (Rs. 6,000 or in case of outsiders Rs. 8,000) to the following account. Please take care to save the deposit slip or screenshot of the online transfer.

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| --- | --- |
| Bank  | Habib Bank Limited Islamic |
| Account Title | University of Management and Technology |
| Account Number | 53737000007252 |
| IBAN | PK10HABB0053737000007252 |
| Branch Code | 5373 |
| Branch | UMT Branch Lahore |
| Swift code | HABBPKKA |

*Step 2*: Complete and send this application form and evidence of payment (screenshot of transfer or scanned image of deposit slip) and a copy of your CNIC to: ila.cfl.cord2@umt.edu.pk or cfl.hd@umt.edu.pk. You will receive a confirmation via email.

1. Name of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_
2. Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_
4. Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. CNIC:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Affiliation with UMT (please select one – you can also delete the inapplicable options if you are unable to select):

 Current student Alumnus Faculty Staff No affiliation

1. UMT Student ID (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

UMT Employee ID (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Which certificate course do you want to enroll in? (Please select one).

 IELTS Preparatory Course

 Introduction to German Language

 Introduction to French Language

 English Essay, Precis and Composition Writing

 English Language Proficiency

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Signature (or you can type your full name in lieu of your signature)

Date: