

WUB SUMMER SCHOOL APPLICATION FORM 2019

Insert Passport size photo

Application package:

- Complete all required fields (*) of the application form on this page;
- Only fill in and submit the application form when you have all information and documents available;
- Only complete applications will be considered;
- Please make sure you check your spam folder and set your email account to allow e-mail from int.affairs@wub.edu.bd in case confirmation and admission emails end up in your spam folder.
- Applications should be typed and signature of the applicant completed in black or blue ink. When returning your application, please include a passport-sized photo that can be used for your student ID card if your application is successful.
- Return your completed application form and supporting documents to: int.affairs@wub.edu.bd
- Please put "Application for WUB Summer School 2019" as the email's SUBJECT.

*Student's Personal Information	
First Name:	Last Name:
Gender:	Date of birth (dd/mm/yy):
Nationality:	Passport number:
Expiry Date of Passport:	Visa required (Yes or No):
Email:	Telephone (Please enter your country code (ex: +41 xxxx):
City:	Post Code:
Country of Residence:	Address:

*Emergency Contact (must be parents or legal guardian):	
Title (e.g. Mr/Mrs):	Title (e.g. Mr/Mrs):
First Name:	First Name:
Last Name:	Last Name:
Relationship to Student:	Relationship to Student:
Address:	Address:
Post Code:	Post Code:
Country:	Country:
Home Telephone No. :	Home Telephone No. :
Mobile No. :	Mobile No. :
Email:	Email:

*Academic History (Please detail all education in chronological order starting with the most recent information)				
Dates to & from	Current university	Degree programme	Year of study	Current GPA
Dates to & from	Institution	Programme	Grade	
Please highlight (yellow color) if English is your first language:	Yes	No		
If no please state your IELTS score:				

*Travel Arrangements		
Arrival: Please highlight (yellow color)	Independent arrival	Require arrival transfer from airport
Departure: Please highlight (yellow color)	Independent arrival	Require arrival transfer from airport

* Medical Information	
Do you have any animal allergies?(If yes, please specify)	
Do you have any food allergies?(If yes, please specify)	
Do you have any medical conditions?(If yes, please specify)	
Do you have any special dietary requirements?(If yes, please specify)	
Are you disabled? (If yes, please specify)	

*Payment Details	
Fees:	
<ul style="list-style-type: none"> ▪ Early bird \$2600 pay fees before 5 May 2019. ▪ Standard \$3000 pay fees after 5 May 2019. 	
Total Amount Due:	
Please make Bank Drafts payable to: World University of Bangladesh	
Account Number: 110 111 0000 1501	
Swift Number: PRMRBDDHDHN	
Please note:	
<ul style="list-style-type: none"> ▪ Filling and signing of this Application is the guarantee of readiness to pay the full fees due by the Applicant. Payment-100% must be paid within 5 bank days from the submission date. 	

Declaration

I declare that the information given in this application is, to the best of my knowledge, complete and correct and I can provide evidence upon request.

I understand that if the information provided is found to be false or misleading in anyway World University of Bangladesh has the right to withdraw my application from the selection process.

I understand World University of Bangladesh's liability in connection with the programme, whether arising in contract, tort, negligence, breach of statutory duty or otherwise, will, in all circumstances, be limited (except in cases of liability for death or personal injury caused by the University's negligence, fraud or fraudulent misrepresentation and any other liability which, by law, cannot be limited) to the amount of the fees received.

This application is subject to the International Summer School's Terms and Conditions, which you can see below in this form.

Full Name:

Signature:

Date:

Please note that:

- You have to return the filled application to the email at int.affairs@wub.edu.bd
- The application deadline is 5 May 2019.
- Once we received your application the WUB International Office will email you and advise you to contact the university yourself.

Visa and Health insurance

- International students are responsible for their visa, travel documents and health insurance.

Required documents

- In order to be able to process your application, please attach a copy of your passport and health insurance certificate to your application and send it to the International Office.
- Please note that this programme does not include travel and health insurance. It is mandatory for the student to carry travel and medical insurance upon their arrival to WUB joining the Summer School programme.
- Upon applying to join the programme, a copy of the student's passport and a copy of their health insurance policy must be attached.

Terms & Conditions for WUB Summer School

The Summer School programme is provided by the World University of Bangladesh. These terms and conditions apply to the enrolment of applicants on a Summer School programme and the provision of the programme by us. Both parties are bound by these terms and conditions upon acceptance by us of an application for such enrolment.

1.0 Form of consent participant and responsibilities for the WUB summer programme: All summer school participants are committed to:

- 1.1 Process their student visa;
- 1.2 Having an international medical insurance that is satisfactory for the duration of their stay in Bangladesh;
- 1.3 Be responsible for all and any costs of travel and expenses not included in the Summer school package fee;
- 1.4 Respect the rules of the country and the host university;
- 1.5 Responsibility for any damage that their actions could cause the assets of the host university.

2.0 Payment, Refunds, Deferrals and Transfers

- 2.1 The Application fees are not refundable. Full payment of the programme must be made before commencement of the programme;
- 2.2 WUB is unable to process any enrolments until all details have been completed on the application form;
- 2.3 If full payment of the fees has not been received by the Summer School by the due date, then we may withdraw our offer without giving you further notice. In that case, we are not able to accept any liability for costs you might incur, including but not limited to cancellation or alteration of travel arrangements, accommodation reservations and other costs;
- 2.4 We accept payment of your fees by a Sponsor, but will consider you to be responsible, and therefore liable, for your fees. We reserve the right to withdraw your application and terminate the contract between you and us if your Sponsor fails to pay your fees by the required deadline;
- 2.5 All payments of fees must be made in US dollar sterling and are exclusive of VAT and other taxes where applicable. Any currency conversion costs or other charges incurred in connection with the payment of fees are to be paid in addition to the fees. No deduction from the fees for such costs or charges may be made;

3.0 Student behaviour and discipline

3.1 It is a condition of your agreement with us that you agree to comply with our applicable rules, policies and regulations. Those most likely to be relevant to you are:

- Rules regarding discipline manner, and proctorial systems: http://www.wub.edu.bd/academic/discipline_manner
- Rules Regarding Campus Activities: http://www.wub.edu.bd/academic/campus_activities

3.2 If you fail to follow these, or behave in a threatening or aggressive manner, or in a way that adversely affects other students, the Summer Programme's employees, or brings the Summer Programme into disrepute through your actions, you may be subject to the University's disciplinary procedure and we reserve the right to remove you from the programme or exclude you from the Summer Programme's premises and/or, where appropriate, any accommodation provided to you.

4.0 Programme language

All students whose first language is not English should have a reasonable proficiency in the English language, in order to fully benefit from the programme. If your first language is not English, you are required to be proficient in written and spoken English. The programme is suitable for students who have completed one year of undergraduate study taught in English. You must also have achieved academic grades equivalent to 2.5 CGPA standard or equivalent.

5.0 Materials and equipment

Details of any materials to be supplied by the students will be provided at the beginning of the programme.

6.0 Cancellation

6.1 By us

We reserve the right to withdraw any offer that we have made to you, or terminate the application you have accepted, if it becomes apparent that your application is inaccurate or incomplete. We reserve the right to:

6.1.1 amend or cancel programme;

6.1.2 change programme location;

6.1.3 substitute lecturers and tutors.

6.1.4 We will not be liable for any losses (including, but not limited to, travel and accommodation costs) arising as a consequence of any modification or cancellation of programme.

6.2 By the participant

6.2.1 If you wish to cancel your application, your request should be made in writing (via letter or email).

6.2.2 If your written cancellation is received a month or more prior to the programme start date, you will be entitled to a half refund of the programme registration fee (excluded vat, tax, and transferring cost);

6.2.3 If your written cancellation request is received within three weeks of the course start date, we are not able to offer you any refund;

6.2.4 Non-attendance of classes or other programme due to illness or for personal or professional reasons does not provide the right to refunds, extra tuition or a transfer;

6.2.5 However, in such an event we will consider all the circumstances and take such action that we consider to be fair and reasonable.

7.0 Class postponement

If a class is postponed for reasons for which we are responsible, including staff illness, we will make every reasonable effort to reschedule the class or to add the missed hours onto the remaining course classes.

8.0 Visas

8.1 All participants travelling from overseas are responsible for securing any visa required and should have their own travel/medical insurance. We recommend you contact the Embassy in your own country to check visa requirements before you book your programme. We are unable to assist with visa applications. Visa letters can only be issued after we receive the full programme fees;

8.2 If you cannot attend a programme because you have not obtained a visa to enter Bangladesh, no refund will be offered.

8.3 Before applying for the programme, you should visit the Embassy of Bangladesh website to check what type of visa you will need to travel to Bangladesh. The University will issue you with a visa invitation letter which you must use to apply for a visa. You must arrange and pay for your own visa and it is your responsibility to ensure you select the correct one. If your visa is denied or you select the wrong type of visa, you may be withdrawn or denied entry into Bangladesh and onto the Programme. The World University of Bangladesh has no authority to issue visas directly.

9.0 Insurance

You are required to obtain travel/health insurance from your own country.

10.0 Student Code of Behaviour

10.1 All students are expected to abide by the Rules and Regulations of WUB. We ask that you treat each other, the staff and any property belonging to staff, other students, or the Faculty with due respect, care and consideration.

10.2 If you are accepted to study upon a Summer School course, you will be required to comply with the University's Rules and Regulations for Students.

11.0 Read the University's Code of Student Conduct

This Rules and Regulations of WUB sets out expectations for student behaviour and also the procedures used by the University in order to resolve matters when students' behaviour is unacceptable. If you breach any of the terms set out in the University's Rules and Regulations for Students, then these you may be withdrawn from the Summer School and any associated accommodation bookings.

12.0 OUR RESPONSIBILITIES

We will use our best endeavours to deliver the best to you as it is set out in the programme. We will endeavour to resolve any issues, concerns or complaints, which you bring to our attention as efficiently and thoroughly as is possible in the circumstances.

13.0 Disclaimer: The information given above is accurate at the time of publication, however, The World University of Bangladesh reserves the right to cancel or amend the programme as circumstances dictate.