



**GALEN  
UNIVERSITY**

# UNDERGRADUATE APPLICATION FORM

Galen University provides market driven, transformative, experiential education for personal and social development. The University upholds the highest standards of human rights and does not discriminate against individuals on the basis of race, color, sexual orientation, gender, religion, ability, age, nationality or ethnicity in the administration of its admission and academic policies and all university programs and activities.

## ADMISSION REQUIREMENTS

Only applicants who meet all the following requirements are usually considered for admission. Candidates who fall just short of these requirements may appeal to the Admissions office via [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz) for consideration.

- A cumulative GPA of at least 2.50 on a 0.00 – 4.00 Grade Point Scale from your feeder institution

## APPLICATION PACKAGE

Application Package should include:

- Completed application form
- Proof of payment of \$60.00 (Application fee not refundable)
- One copy of Social Security Card or Passport
- Two recent photographs (Passport Size)

### High School Graduates:

- One (1) official High School transcript
- One (1) copy of high school diploma  
(can be submitted after application package)
- One (1) copy of any of the following test scores - ATLIB, CXC, ACT, SAT (if available)

### Junior College Graduates & University Transfer Students:

- One (1) official Junior College/University transcript
- One (1) copy of high school and junior college diploma (as applicable)

## REFERENCES

**\*Three (3) references must be provided\***

### • Principal/Vice Principal

Name:

Position:

Contact:

### • Teacher

Name:

Position:

Contact:

### • Community Leader

Name:

Position:

Contact:



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## DETAILS OF APPLICATION

**Semester of intended entry** (Check one) :      **September**      **January**      **Year:**

**Are you applying to be a Full-time or Part-time student?**      **Full time**      **Part-Time (9 credits or less)**

**Academic Program Code:** (See Academic Program codes on rear side of form)     

**Concentration:**      **Diploma:**

**Have you previously applied to or attended Galen University?**      **Yes**      **No**

**If yes, when did you last apply and/ or enroll?**

**Year applied:**      **Last semester/year enrolled:**      **Student ID #:**

## DEMOGRAPHIC INFORMATION

**Legal Name** (Please enter your name as it appears on your passport and/or other official documents.)

**Last:**

**First:**

**Middle:**

**Suffix:** (Jr., Sr., if applicable)

**Previous last name(s) if applicable:**

**Birthdate:**     
D D    M M    Y Y

**Social Security Number:**

**Passport Number:**

**Gender** (Check one):      **Male**      **Female**

**Nationality:**

**Country of Origin:**

**Permanent Address**

**Street Address:**

**City/Town/Village:**

**District:**

(If different from above, please give your current mailing address for all admission correspondence.)

**Current Mailing Address**

**Street Address:**

**City/Town/Village:**

**District:**

**Permanent Email:**

**Cell #:**

**Home#:**

**Do you have any learning disabilities? If yes, kindly share:**

**Do you have any medical conditions that may create an emergency on campus or on a University trip (e.g. allergies, diseases, etc.)? If yes, kindly share:**

**Blood type:**

**Emergency Contact Name:**

**Relation:**

**Emergency Contact Email:**

**Emergency Contact Cell #:**



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## ACADEMIC INFORMATION

**Secondary School completed:**

**Year Graduated:**

**Cumulative GPA:**

**Tertiary School completed:** (if applicable)

**Year Graduated:**

**Degree earned:**

**Major:**

**Cumulative GPA:**

## CERTIFICATION

*(Please print your name, sign and date in the spaces below to confirm the submission of your scholarship application.)*

I, \_\_\_\_\_ certify that the information in this application and support materials are current, complete and accurate to the best of my knowledge. I understand that withholding information requested in the application or giving false information may take me ineligible for admission to or continuation at Galen University.

**Applicant's Signature**

**Date**

## PAYMENT INFORMATION

I am paying my application fee of \$60.00 by: (check one)

**Deposit at bank (proof of deposit must be included in application package) Payments can be made into one of the following Atlantic Bank accounts:**

- Account Name: Galen University Limited
- Account #: 100 166 491 OR 100 203 076

**Credit card:** (please check an option below and fill in the section hereunder)

**MasterCard      Visa**

**Name on the card:**

**M.I.**

**Card Number:**

**Expire Date:**

**CVV:**

**Signature of the card holder:**

**Date:**



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**Application Information**

Please indicate the source(s) and reason(s) that led you to apply to Galen University.

**Sources**

- High School Counselor/Teacher
- Friends/Family
- Galen University student or graduate
- Website
- Education Fair
- The Galen Hour
- Social Media
- Radio Ad
- TV Ad
- Billboard
- Advertisement:
- Other:

**Reasons**

- Reputation
- Possibilities to transfer to USA/UK
- Qualifications to be attained
- Reasonable tuition and fees
- Safety/Security
- Other:

**Thank you for applying to join the Galen Community!**

Please ensure that all supporting documents are included and all sections of this application are complete before making your submission. Kindly submit your completed application package to:

**ADMISSIONS@GALEN.EDU.BZ**

**TO BE COMPLETED BY THE ADMISSIONS OFFICE  
(For internal use)**

**Date Application Received:**

**Received by:**

**Application Status:            Complete            Incomplete**

**Missing Requirements:**

**Date Entered in Financial Records:**

**Entered by:**

**Receipt #:**

**Admission Decision:**

**Unconditional Acceptance**

**Conditional Acceptance**

**Acceptance on Probation**

**Denied**

**Dean's Signature:**

**Date of Decision:**

**Student ID#:**

**Student Email Address:**



## UNDERGRADUATE ACADEMIC PROGRAM CODES

### Face-to-Face Degree Programs:

- **ACCT - Accounting**
- **ANTH - Anthropology**
- **AUDIT - Auditing Student**  
(For applicants who are not getting grades. The intention is to observe courses for personal enrichment.)
- **BADM - Business Administration**
- **CSCI - Computer Science**
- **CONT - Continuing student**  
(For applicants who have a first degree and are not interested in another but only want to take a few courses for personal enrichment.)
- **ECON - Economics**
- **ESCI - Environmental Science**
- **ENTR - Entrepreneurship**
- **IBUS - International Business**
- **MKTG - Marketing**
- **TOHO - Tourism and Hospitality**
- **UNDC - Undeclared major**
- **VIST - Visiting students**  
(For applicants who are enrolled full-time at other university and want to take a course or a semester at Galen to transfer back their home university)

### Online Degree Programs:

- **ACCO - Accounting**
- **BADO - Business Administration**
- **CRJT - Criminal Justice**
- **ELED - Elementary Education (Generalist)**
- **BSED - Secondary Education with Concentration in:**
  - Diploma in Belizean Studies & Belizean Studies Education
  - Diploma in Business & Business Education
  - Diploma in Computer Science & Computer Science Education
  - Diploma in English & English Education
  - Diploma in Math & Math Education
  - Diploma in Physics & Physics Education

### Associate Degree Program

- **VETT - Veterinary Technician**

### Certificate Programs

- **C-ACC - Certificate in Accounting**
- **C-EDL - Certificate in Educational Leadership**

### Diplomas in Secondary Education

- Belizean Studies Education
- Business Education
- Computer Science Education
- English Education
- Math Education
- Physics Education