

Complete this form in **BLOCK** letters using a black or blue pen.

- APPLICATION CHECK LIST**
1. Certified copy of Birth Certificate
 2. Internal Annual Exam Report if available

FOR OFFICIAL USE

USP STUDENT ID NUMBER

SECTION A: PERSONAL DETAILS

Title	<input style="width: 95%;" type="text"/>	Full Name <small>As it appears on your birth certificate</small>	<input style="width: 98%;" type="text"/>	Year applying for	<input style="width: 95%;" type="text"/>
Date of Birth	<input style="width: 100%;" type="text"/> <small>Date Month Year</small>	Birth Registration No.	<input style="width: 100%;" type="text"/>	Campus	<input style="width: 100%;" type="text"/>
Citizenship	<input style="width: 100%;" type="text"/>	Sex	<input type="checkbox"/> Female	<input type="checkbox"/> Male	

If you are a Fijian Applicant and your mailing address is a residential one outside the Suva and Lautoka City areas, you will collect your mail from a Post Office or Postal Agency near you.

CONTACT	Postal Address		Vacation Address (if different from Postal Address)	
Details	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
Tel/Mobile	Tel: <input style="width: 100%;" type="text"/>	Mob: <input style="width: 100%;" type="text"/>	Tel: <input style="width: 100%;" type="text"/>	Mob: <input style="width: 100%;" type="text"/>
Email	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	

EMERGENCY CONTACT

Provide details of a person who can be contacted in case of an emergency.

Name	<input style="width: 85%;" type="text"/>
Home Address	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>

Indicate the relationship between you and the person whose name you have given:

- Parent / Guardian
 Other family member
 Non family member

Tel/Mobile	<input style="width: 80%;" type="text"/>
Email	<input style="width: 100%;" type="text"/>

SECTION B: STUDENT WITH DISABILITY

Provide supporting documentation and additional information so that The University of the South Pacific can assist you during your studies.

The University of the South Pacific supports equal opportunities for those who wish to study at USP and will put in place the necessary support structures that will ensure the successful transition of students during their studies. To ensure that the needs of students

Supporting comments

with disabilities are adequately met, the University would like to actively encourage applicants to indicate any disability they may have and the type of support they may require at the University. Supporting documentation should be attached with this form and should describe the disability and/or health conditions and its implications on the student's study. Any disclosure on disability will be used solely for the University's administrative purposes and will be treated with confidentiality.

SECTION C: EDUCATIONAL BACKGROUND

Year or Equivalent	<input style="width: 95%;" type="text"/>	Name of School	<input style="width: 98%;" type="text"/>
FEMIS Number	<input style="width: 100%;" type="text"/>		

SECTION D: PROGRAMME AND MAJORS / MINOR

Year 12 or Equivalent Applicants

- If you wish to undertake Foundation Studies then insert the name of the programme under "Programme".
- If you wish to undertake a Skills-Based Programme then insert the name of the programme under "Programme".
- If you do not meet the minimum admission requirement for admission into Foundation Studies you will be offered a place in an appropriate programme.

Year 13 or Equivalent Applicants

- Select your Programme (e.g. BA, BCom, BSc, LLB, Diploma, Certificate)
- Select your Major/ Minor (e.g. Computing Science, History, Accounting, etc.) from the programme listing provided and enter in the appropriate space in the table below. (For more information on this, please visit the USP Handbook & Calendar site on the USP Website). You may apply for a:
 - Double Major (Fill-in Major 1 and Major 2 columns) OR
 - Single Major (Fill-in Major 1 column) and a Minor (Fill-in the Minor column)

Note:

- A Major is a discipline in which a student can specialise when studying for a USP degree; for example accounting, geography, or physics.
- A Minor is a supplementary discipline taken in addition to and in support of a major, for a USP degree programme.
- You will be considered for your second or third choice if places are not available or if you do not qualify for the programme of your first choice.
- If you do not meet the minimum admission requirements to degree studies you will be offered a place in an appropriate Programme.

Choices	Programme	Major (1)	Major (2)	Minor
1st				
2nd				
3rd				

SECTION E: DECLARATION

Your application will be deemed incomplete if you do not sign this form

I acknowledge that the University reserves the right to deny me provisional admission to a programme if the information given is incorrect or incomplete:

Applicant's signature

Date

WHERE TO SUBMIT YOUR FORM

Postal Address:

Provisional Admissions
Student Administrative Services
The University of the South Pacific
Laulala Campus
Private Mail Bag, Suva

In Person:

Student Administrative Services
USP Book Centre Building
The University of the South Pacific
Laulala Campus
Suva

Contact Details:

Tel: 3231444 **Fax:** 3231515 **Email:** helpdesk@student.usp.ac.fj
Website: www.usp.ac.fj/admissions

Note: For regional applicants, please submit it to a USP Campus/Centre near you.

FOR OFFICIAL USE

1. **Application Vetted** Complete Incomplete Hold Pending results Vetted by _____

Comments _____

Signature / Initial

Date Month Year

2. High School Marks

Year 12 or Equivalent

Year _____ FEMIS Number _____

Subject	Marks/Credits/Achievement Level
English	
Total	

Year 13 or Equivalent

Year _____ FEMIS Number _____

Subject	Marks/Credits/Achievement Level
English	
Total	

3. **Banner Entry** Entered by _____
Signature / Initial Date Month Year

4. **Decision** Approved Not approved

Programme	Major(s)	Minor(s)

Comments _____

Authorising Officer _____
Signature / Initial Date Month Year

5. Banner Update Decision on programme/major(s)/minor

Comments _____ Updated by _____
Signature / Initial Date Month Year