



# ADMISSION FORM

[PHOTO]

## Personal Details

Name : \_\_\_\_\_  
(Last Name) (Middle Names) (First Name)

E-Mail : \_\_\_\_\_ Mobile Tel. : \_\_\_\_\_

Gender : Male [ ] Female [ ] Nationality : \_\_\_\_\_

House Address : \_\_\_\_\_ Date Of Birth : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(House No.) (day) (month) (year)

## Education

*Please list education and qualifications. Take care to include those elements that support your ability to benefit fully from the training*

DATE		Institution	Qualification
To	From		

*\*Please attach supporting documents to admission form.*

## Employment Details

Company Name : \_\_\_\_\_ Work Telephone : \_\_\_\_\_

Job Title : \_\_\_\_\_ Industry : \_\_\_\_\_

Work Address : \_\_\_\_\_





### Professional Experience

Briefly describe your current position and responsibilities, followed by your previous experience. Take care to include any aspects that provide evidence of relevant experience and knowledge required for your intended courses.

DATE		Institution	Responsibilities
To	From		

### Payment Information

Payment may be made by order to Wisconsin International University College at the Office of the Programmes Coordinator.

Account information will be made available after submission of form.

### DECLARATION

I certify that the information contained on this application form is accurate and true. I give my consent to the processing, transfer and disclosure of all information submitted by me during the admission process and throughout any subsequent periods of admission.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_





# STUDENT CRIMINAL DISCLOSURE FORM

## Instructions

### Requirement to Disclose

The Wisconsin International University College (WIUC) requires you to complete the accompanying **Student Criminal Disclosure Form** for purposes of admission or placement in externship(s). A student's past criminal history may affect his or her admission to the CAMS certification programs.

### College Use of the Information Disclosed

Your answers on this form will be used to determine whether you are eligible for admission to the Anti-Money Laundering and Financial Crime Diploma Program. The existence of a conviction, pending charge or other disqualification does not necessarily mean that you will be automatically denied admission. The Admission Committee will evaluate each case on its own facts, looking at the nature, severity, the date of the crime, charge or disqualification.

### Full Disclosure Required

You must complete this form to the best of your ability. This means that your answers must be truthful, accurate, and complete. If you know of certain information yet are unsure whether to disclose it, you must disclose the information. Failure to do so may result in revocation of any offer of admission or result in expulsion from the program if admitted.

### Continuing Duty to Disclose

By signing the form, you certify that you understand and agree that you will notify WIUC within 7 days of any inaccuracies, or corrections to, the information you disclose. You also certify that you understand and agree that you have a continuing duty to notify the WIUC of any conviction, charge or disqualification after you have completed this form until you have completed all degree requirements.

## Definitions

*For purposes of this form, the following terms have the following meanings.*

### **"Pending criminal charge"**

means any charge that is currently pending or threatened to be brought against you.

### **"Criminal conviction"**

means any instance in any state or country where you have plead no contest, guilty or were found to be guilty by a judge or jury to charges that you committed a crime, other than those excluded below.

**"Criminal conviction"** does include any:

1. conviction that you are currently appealing; and
2. juvenile conviction- a conviction for which the record has been *expunged* and/or a conviction for which you have received a *pardon*, unless cases where such juvenile conviction, expungement or pardon expressly permits you to lawfully withhold its disclosure.

**"Probation/Diversion Program"** is the suspension of all or part of a jail sentence; the criminal who is "on probation" has been convicted of a crime, but instead of serving jail time, has been found by the Court to be amenable to probation and will be returned to the community for a period in which they will have to abide to certain conditions set forth by the Court under the supervision of a probation officer; or has served part of the sentence but has been released before its end.

**"Criminal conviction"** does **not** include, and therefore you need not disclose, any instance where you were:

1. arrested but not charged
2. arrested and charged but the charges were dropped
3. arrested and charged but not found guilty by a judge or jury
4. arrested, found guilty by a judge or jury but the conviction was overturned on appeal;
5. any traffic offense for which your penalty was a fine of less than GHS300.



STUDENT CRIMINAL DISCLOSURE FORM

Student Name (Full name) :

\_\_\_\_\_

Program Applying for Admission to (Please check):

Certificate in Anti-Money Laundering and Financial Crime [ ]

Postgraduate Diploma in Anti-Money Laundering and Financial Crime. [ ]

Diploma in Anti-Money Laundering and Financial Crime. [ ]

# 1. Have you read and understood the accompanying Instruction sheet?

Yes [ ] No [ ]

If No, please do not complete this form until you do so.

# 2. Are you currently in a diversion program or completing probation?

Yes [ ] No [ ]

If yes, please indicate the date when your program ends.

Name of Type of Offense : \_\_\_\_\_

Start Date : \_\_\_\_\_

End Date : \_\_\_\_\_

PLEASE NOTE At this time, you are ineligible to be admitted to the program until your diversion program/or probation period is completed.

# 3. Have you ever been convicted of a financial crime or do you have any pending criminal charges?.

Yes [ ] No [ ]

If yes, please explain for each crime the following.

Name of Type of Offense : \_\_\_\_\_

Name of the Court : \_\_\_\_\_

Year Convicted : \_\_\_\_\_

CERTIFICATION

I have read, understood and agree to the terms and conditions of the accompanying Instruction Sheet. The answers on this form are truthful, accurate and complete. I understand that reporting false or incomplete information will be grounds for the rejection of my admission application or immediate dismissal from the program if I am a current student.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

