



Cambridge
International College

Professional British Distance-Training
preparing you for a successful career

International Headquarters: Heron House, St Peter, Jersey JE3 7BY, Britain.

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APPLICATION FOR AN EALP CERTIFICATE - BASED UPON SUCCESSFUL CIC STUDY

● Cambridge International College is recognised worldwide as an accredited, approved British College. One of the Bodies which approves and accredits CIC and CIC qualifications is EALP (Evaluation and Accreditation of Learning Providers). EALP is a not-for-profit organisation which provides evaluation and accreditation services for professional education and training institutions.

● EALP's evaluation and accreditation services are based upon Quality Assurance Frameworks incorporating generally accepted international principles for the evaluation of quality and standards of provision. EALP provides an independent evaluation of the quality of institutions and courses, and of commitment to quality provision, quality standards, and to best practice.

● On your request to CIC you may be awarded an EALP Certificate for CIC Study successfully completed.

● An EALP Certificate will attest that you have undertaken a Professional Development Programme and have satisfied the requirements for the award of an EALP Accredited Qualification.

● The Certificate will also state that the EALP Accredited Qualification has passed through the EALP Development Course Framework which requires an assessment to be made against the five criteria of: 1. knowledge and understanding, 2. practical and vocational application of knowledge, skills and understanding, 3. personal development of skills and complexity, 4. communication, management, leadership, 5. autonomy, accountability and teamwork, and has been assessed and accredited as a level 4, 5, 6 or 7 award.

● The Certificate is also confirmation that you have undertaken your study with an institution which meets key criteria including aims and objectives, course quality and delivery, structure and staffing, administration and policies, quality assurance, and quality standards.

APPLYING FOR AN EALP CERTIFICATE

● Simply complete the **Application Form**, and send it **with** the EALP Certificate charge **directly to CIC in Britain**. CIC will make the necessary arrangements for the award of the EALP Certificate(s).

● There is a charge of GB£30 (British Pounds) for an EALP Certificate, which includes despatch by registered airmail post. EALP Certificates are usually ready for despatch within 2 weeks of CIC's receipt of a completed Application Form and the EALP Certificate charge.



Evaluation and Accreditation
of Learning Providers

YOU MAY SEND YOUR PAYMENT FOR AN EALP CERTIFICATE by:-

BANK DRAFT or **INTERNATIONAL MONEY ORDER** payable to Cambridge International College

By BANK TRANSFER direct to: Services to Management (for Cambridge International College)

Bank: HSBC Bank plc, Jersey St Helier Branch, Britain Account Number: 32144670

Sort Code: 402534, SWIFT/BIC Code: MIDLGB22, IBAN: GB35 MIDL 4025 3432 1446 70

(Send your Application Form and bank receipt to CIC, ensure you pay all charges, and add £15 to cover intermediary charges.)

By WESTERN UNION AGENT:-

by 'Quick Pay' to Account Name: Services to Management Code City: SMCOLLEGE,UK Account No AUK040697
OR by 'Will Call' service to David Simon LAWSON at Jersey, U.K.

(Send your Form with the Western Union receipt to CIC stating clearly the 10-digit Money Transfer Control Number.)

By MONEYGRAM AGENT:

transfer your Fee addressed to **Graham Michael DAY** at **Southampton, U.K.**

(Send the MoneyGram receipt to CIC in Jersey, Britain; stating clearly the 8-digit MoneyGram Reference Number)

BRITISH POSTAL ORDERS These may be purchased from British Post Offices.

Application Form for the Award of an EALP Certificate

Send this completed Form and your payment to CIC at Heron House, St Peter, Jersey, JE3 7BY, Britain.

EALP Certificate Fee: The Fee is £30 for each EALP Certificate requested following completion of a CIC Diploma, Honours Diploma, Baccalaureate, Executive Business Administration, Mastery of Management Diploma or MBA/AMBA Programme, and includes registered airmail despatch of the certificate(s) to you.

Please tick and complete the appropriate category below:

☐ I am **currently enrolling** and/or I am **already enrolled for** the CIC Program(s)/Programme(s) ticked below, and I enclose the amount of _____, being payment for the additional EALP Certificate(s) on completion on my successful completion of my CIC Study & Training.

☐ I **already hold** the CIC Award(s) ticked below, and I enclose the amount of _____, being payment for the additional EALP Certificate(s).

CIC Membership/Diplomate Number(s): _____

CIC DIPLOMA PROGRAMS

- | | |
|---|---|
| <input type="checkbox"/> Accounting & Finance in Business & Management | <input type="checkbox"/> Administrative/Personal Assistant/Secretarial Duties |
| <input type="checkbox"/> Advanced Theory & Practice of Management/Admin | <input type="checkbox"/> Advertising & Public Relations |
| <input type="checkbox"/> Asset Management | <input type="checkbox"/> Business Bookkeeping & Accounts |
| <input type="checkbox"/> Business Economics & Commerce | <input type="checkbox"/> Business English & Letter Writing |
| <input type="checkbox"/> Business Management & Administration | <input type="checkbox"/> Business Organisation & Management |
| <input type="checkbox"/> Communication in Business & Management | <input type="checkbox"/> Computers & IT in Business & Management |
| <input type="checkbox"/> Cost Accounting | <input type="checkbox"/> Credit Control & Management |
| <input type="checkbox"/> Event Management - Operations & Logistics | <input type="checkbox"/> Event Management - Strategy & Planning |
| <input type="checkbox"/> Financial Management | <input type="checkbox"/> Global Marketing Management |
| <input type="checkbox"/> Health & safety in the Workplace | <input type="checkbox"/> Hotel Operations & Management |
| <input type="checkbox"/> Human Resource/Personnel Management | <input type="checkbox"/> Insurance - Principles & Practice |
| <input type="checkbox"/> International Business & Trade | <input type="checkbox"/> Leadership & Team Management |
| <input type="checkbox"/> Logistics, Supply Chain & Transport Management | <input type="checkbox"/> Modern Management & Administration |
| <input type="checkbox"/> Office Management & Administration | <input type="checkbox"/> Organisational Behaviour |
| <input type="checkbox"/> Professional English (Everyday and Business Use) | <input type="checkbox"/> Project Management |
| <input type="checkbox"/> Purchasing & Resourcing Management | <input type="checkbox"/> Sales Management & Marketing |
| <input type="checkbox"/> Stores Management & Stock Control | <input type="checkbox"/> Supply Chain Strategy & Management |
| <input type="checkbox"/> Teaching: Classroom Management | <input type="checkbox"/> Tourism & Travel Management |

CIC MASTERY OF MANAGEMENT DIPLOMA PROGRAMS

- | | |
|--|---|
| <input type="checkbox"/> Business Finance & Investment | <input type="checkbox"/> Corporate Strategy & Planning |
| <input type="checkbox"/> Events Management (Tourism, Business & Sport) | <input type="checkbox"/> Financial Strategy & Decisions |
| <input type="checkbox"/> International Marketing | <input type="checkbox"/> Management & Leadership |
| <input type="checkbox"/> Management of Human Resources | <input type="checkbox"/> Managerial Economics |
| <input type="checkbox"/> Marketing Strategy | <input type="checkbox"/> Money, Banking & Financial Systems |
| <input type="checkbox"/> Operations Management | <input type="checkbox"/> Organisational Design & Behaviour |
| <input type="checkbox"/> Organisational Understanding & Development | |

CIC HONOURS GROUP DIPLOMA - Specialisation: _____

CIC BACCALAUREATE PROGRAMME - Specialisation: _____

CIC EXECUTIVE BUSINESS ADMINISTRATION PROGRAMME - Specialisation: _____

CIC AMBA/MBA PROGRAMME - Specialisation: _____

Amount paid: _____ by: ☐ Bank Draft/IMO ☐ British Postal Order(s) ☐ Western Union ☐ Bank Transfer

Name and postal address (to which the EALP Certificate(s) should be posted) - CAPITAL LETTERS:

Signed: _____ Date: _____ email: _____