



CBT College

APPLICATION FOR ADMISSIONS

Associate Degree Programs:

- Business Administration
- Accounting
- Digital Graphic Design
- Medical Assisting Technology
- Health Information Technology
- Networking Administration
- A/C, Refrigeration & Heating Technology
- Electrical Technology

Diploma Programs:

- Business Technology
- Web Design
- A/C, Refrigeration Technician
- ESOL (English as a Second Language)
- Medical Coding & Billing
- Medical Assistant
- Electricity Technician

Please choose the time you will be attending classes:

- Evening classes
- Morning classes

PERSONAL INFORMATION

NAME					MIDDLE NAME		LAST NAME		
ADDRESS			CITY	STATE	COUNTRY	ZIP CODE			
BIRTH DATE		SOCIAL SECURITY #			PHONE NUMBER				
HIGH SCHOOL ATTENDED			CITY AND COUNTRY			YEAR COMPLETED			

I, _____, certify that I have completed and graduated from High School or have a G.E.D.*

*A written attestation may be submitted for all programs

For English as a Second Language (ESOL) students only

I, the applicant have the following skills for me to apply for a job, after completing the ESL training.

Yo, el aplicante poseo las siguientes habilidades para buscar un trabajo, despues de haber completado mi entrenamiento en Ingles.

Skills/Habilidades: _____

I need to study English as a Second Language because:

Yo necesito estudiar Ingles como Segunda Lengua porque:

PERSONAL REFERENCES

NAME		HOME PHONE		RELATIONSHIP		
ADDRESS		CITY	STATE	ZIP CODE		

PERSONAL REFERENCES

NAME	HOME PHONE	RELATIONSHIP
------	------------	--------------

ADDRESS	CITY	STATE	ZIP CODE
---------	------	-------	----------

EMERGENCY CONTACT

NAME	PHONE # (If different from above)	RELATIONSHIP
------	-----------------------------------	--------------

COLLEGE RULES

1. Do not EAT, DRINK, or SMOKE in class. This will provide a cleaner, healthier atmosphere for everyone.
2. You MUST attend all of the classes on your schedule; the more you attend, the more you will learn. Students who have excessive absences or who do not maintain satisfactory grades cannot continue their studies at College of Business & Technology. No absences will be excused without written proof.
3. Call School Administration before 8:30 AM if you attend in the morning or before 6:00 PM if you attend at night, each time you are unable to attend classes. This will help maintain your progress report.
4. You MUST make up all the hours you miss in the subject that you missed after regular school hours.
5. Be on time to your classes.
7. All students are expected to behave in a professional manner. Disruptive behavior is unacceptable and will be noted in the student's permanent file.
8. Dress properly (As if in a working environment)
9. All pagers MUST be set to vibrate during class time and cell phone use should be kept strictly outside the classroom.
10. Tuition Payments MUST be made within the first 5 days of the month or a late fee will be applied.

I confirm that the statements contained in this application are true and accurate to the best of my knowledge. Credentials filed in support of this application become the property of the College of Business & Technology and are not returnable to the applicant. If admitted, I agree to comply with all laws and regulations of the College of Business & Technology.

I have read & understand this application thoroughly from page one through two.

He leído y entendido esta aplicación completamente desde la página uno hasta la página 2.

STUDENT SIGNATURE

DATE

OFFICE USE ONLY

DETERMINATION OF ACCEPTANCE:

For the student to be accepted and receive Title IV funds, the student must have a H.S. Diploma or GED, or a written attestation of having a H.S. for Diploma Programs only, and the capacity to learn and actively seek gainful employment.

CAMPUS:

- Kendall
- Flagler
- Hialeah
- Cutler Bay

Admissions Representative Name

Date

APPLICATION FEE: YES

Admissions Representative Signature