



**Chartered Banker**

Leading financial professionalism

# CHARTERED BANKER MBA™

## Application Form



## **Notes on Completing the Application Form**

Please read the notes below before completing this application form. If you have any questions please contact the Chartered Banker MBA office on +44 (0) 1248 365 966

- 1 The Chartered Banker MBA degree is delivered in a part time, blended learning format. Successful applicants will be expected to undertake studies in their home countries except for designated residential periods held in the UK or other specified locations.
- 2 If English is not your first language, you are required to provide evidence of your English language ability. An IELTS score of not less than 6.0 or a TOEFL score of not less than 560 (with a TWE score of 4.0) is normally acceptable.
- 3 Please include photocopies of transcripts / certificates of the highest qualifications with the application form. Certified copies / sight of originals will be required should your application be successful.
- 4 If you will be sponsored by your employer or a third party they must write to us to confirm this. They should also indicate the address and name of the person who will be responsible for your fees and the method by which the fees will be paid.
- 5 Equal opportunities information: the questions in this section are for information only and play no part in the decision making process. In addition, only applicants resident in the UK or Channel Islands should answer Part B.
- 6 Health: we ask about the nature of any disability for planning purposes and in order that we can provide the best possible support.
- 7 Your chosen referee should be a person who has known you in a professional or academic capacity for at least 12 months, as referees should be able to comment on your capabilities in these areas. Please note that Chartered Banker MBA staff contact referees at random as part of Bangor University's Quality Assurance procedures. Any additional information given during this process may not necessarily be disclosed to you unless it affects your application for a place on the programme. Referees may not be family or friends.
- 8 Those applicants wishing to apply for one of the generous scholarships available for students on the Chartered Banker MBA programme should complete section 14 of this form. Awards will be notified at the time an offer of a place is made. Scholarships are valid only for the intake specified. Applicants awarded a scholarship who subsequently defer entry must re-apply for a scholarship at the point of entry. Scholarships are valid for the Chartered Banker MBA programme only and may not be transferred to on-campus programmes.

**E-mail: [charteredbankermba@bangor.ac.uk](mailto:charteredbankermba@bangor.ac.uk)**

## CHARTERED BANKER MBA Application Form

Please complete and return this form to: The Chartered Banker MBA Admissions, The Management Centre, Bangor Business School, College Road, Bangor, Gwynedd LL57 2DG or email to [charteredbankermba@bangor.ac.uk](mailto:charteredbankermba@bangor.ac.uk)

### 1. Your Details

Surname (or family name)							
Forenames							
Title (Mr, Mrs, Miss /Other - please specify)							
Date of Birth (dd-mm-yyyy)	D	D	M	M	Y	Y	Y
Job Title							
Company Name							
E-mail Address (Work)							
E-mail Address (Home)							
Home Address							Postcode
Work Address							Postcode
<b>Please indicate if correspondence should be sent to</b> <input type="checkbox"/> Home <input type="checkbox"/> Work							
Home Tel No (Including Country/ Area Code)							
Work Tel No (Including Country/ Area Code)							

### 2. Residential Information

Please indicate your Country of Residence:	
And your Nationality:	

### 3. Programme Details

Name of Programme	<b>Chartered Banker MBA</b>
Programme Level	<b>MASTERS</b>

Programme Start Date	April Semester *	October Semester *	<i>*please delete as appropriate</i>
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If you already hold an MBA or have Chartered Banker status and would like to apply for entry to the Accelerated Route please specify below

I hold an MBA qualification  I hold full Chartered Banker status

*Please note: only applicants with a recognised MBA or approved professional banking qualifications are eligible to apply for the Accelerated route.*

## 4. Education

Please indicate education, academic and professional qualifications achieved, with the most recent first. *(Continue on a separate sheet if required)*

Date Awarded	Institution	Qualification / Award

Are you applying for any exemptions as a result of your previous studies?

Yes

No

If Yes, please detail below

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## 5. Membership of Professional Bodies

Please give details of membership to professional bodies which you currently hold.

Professional Body	Membership Level	Membership No.

Please note that Chartered Institute of Bankers in Scotland (CIOBS) membership is an obligatory requirement for the Chartered Banker MBA qualification. A membership application form can be found at section 16 of this application.

## 6. Personal Statement

Please note below other relevant information and / or experiences you feel are relevant to your application including areas of responsibility within your job role in approximately 100 words. *(Continue on a separate sheet if required)*

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## 7. English Language Ability

Is your first language English or Welsh?  Yes  No

If no, please indicate your proficiency in English by placing a tick in the relevant boxes below. **Please also supply IELTS and/or TOEFL scores and transcripts if appropriate**

	Excellent	Good	Fair	Poor
Written				
Listening Comprehension				
Spoken				
Reading				

## 8. Tuition Fees & Additional Charges

Our fee schedule appears on a separate document.. You may choose to pay your fees in either UK £ sterling or US \$ as shown on the schedule.

Please tell us how you wish to pay your fees. This information will be used to generate an invoice should you be offered and accept a place on the programme.

Fees paid by employer?  Yes  No

Employer Contact Name: \_\_\_\_\_

Employer Contact Tel. Number: \_\_\_\_\_

If employer is to be invoiced, please provide a Purchase Order or confirmation of this as evidence.

Invoice to Employer  Purchase Order Number: \_\_\_\_\_

Enclosed Crossed GBP / US\$ cheque or bank draft.

Credit / Debit Card (please give details below if you wish us to debit your card automatically when you accept any offer of a place) **NB We are unable to accept American Express Card payments at present.**

Card Type:  Visa Credit:  Visa Debit:  MasterCard:  Switch:  Maestro:

Card Number: \_\_\_\_\_

Card Start Date (if shown) \_\_\_\_\_ Card Expiry Date (if shown) \_\_\_\_\_

Issue Number (if shown) \_\_\_\_\_ Security Code: (if shown) \_\_\_\_\_

Amount to be Debited: \_\_\_\_\_ £ \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_ Date: \_\_\_\_\_

Card Invoicing Address: \_\_\_\_\_

Alternatively you may prefer to use our online payment facility at <http://managementcentrebookings.bangor.ac.uk>  
**NB: this facility should only be used once an offer of a place has been made and an invoice received.**

### Additional Charges:

Students who suspend studies in a module mid-way through a semester will be subject to an administration charge when they recommence the module, to cover the cost of replacement materials. Administrative charges may also be levied where students retake an examination or module. All such charges are detailed in the Online Support Module to which students have access throughout their studies.

## 9 Employment Details

If you are not employed please tick this box and go to Section 10

Which best describes your organisation? International  National  Local

Please indicate the number of employees: 1 - 10  11 - 50  51 - 250  251 - 1000  1001+

Public / Voluntary Sector  Education  Local Government  Registered Charity   
 Health  National Government  Voluntary   
 Police or Fire  Not for Profit  Co-operative

Industry / Commerce  Transport/Distribution  Agriculture / Food   
 Pharmaceuticals / Healthcare  Banking   
 Housing / Care  Process   
 Manufacturing / Engineering  Energy / Utilities   
 Insurance / Investments  Professional Services   
 IT / Communications  Retail / Consumer   
 Leisure / Tourism / Travel

If none of the above, please specify your employment details below:

## 10 Career Details

Please state your reasons for wishing to undertake the course and how you feel you will benefit in approximately 200 words. *(Continue on a separate sheet if required)*

## 11. Equal Opportunities

### Part A: All applicants should complete this part.

Gender: I am  Male  Female

Disabilities: I Am  Disabled  Not Disabled

Nature of the Disability:

Do you have any criminal convictions (excluding motoring offences for which a fine / and or up to three penalty points were imposed)?  Yes  No

### Part B: only applicants resident in the UK and Channel Islands should complete this section

Ethnic Origin: I would describe my ethnic origin as:

White - British

Asian or Asian British - Indian

White Irish

Asian or Asian British - Pakistan

Other White Background

Chinese

Black or Black British - Caribbean

Black or Black British - African

Other Black Background

Mixed Background

Other Ethnic Background

## 12. Marketing Information

How did you hear about this MBA programme?

Internet Search Engine (please specify)

Advertisement (please specify)

Regional Agent (please specify)

Other (please specify)

## 13. Declaration

Please read the statements below before signing the form.

- I wish to apply for registration as a student on the programme specified in Section 2- Programme Details.
- I understand that my eligibility will be based on my application and other supporting documentation requested by The Chartered Banker Programme Office
- I consent to The Chartered Banker programme office processing this information under the Data Protection Act 1988 and I understand that this information, together with any other information provided will be retained by The Chartered Banker MBA office in accordance with the Act.
- I understand that having completed this application form any withdrawal prior to the start of the programme may attract a cancellation fee.

**I hereby confirm that the information provided on this form is true, complete and accurate.**

By ticking this box I agree that The Chartered Banker MBA Programme may use edited information regarding my career and reasons for undertaking this course in their marketing and publicity materials.

Name:

Signature:

Date:

Please detach the Reference Form (Section 15) and ask your chosen referee to complete this. Notes are provided to assist your referee in completing the form. Please remember that your chosen referee may not be a member of your family or circle of friends.

Please also note that Chartered Banker MBA staff contact referees at random as part of Bangor University's Quality Assurance policy.

## 14. Scholarship Application

There are a limited number of scholarships available to individuals undertaking this programme:

Applicants awarded a Scholarship will be notified of this at the time an offer of a place is made. Scholarships are awarded for a stated intake and cannot be deferred. If you are awarded a Scholarship for a given intake but defer entry to a later date, you will need to re-apply for the Scholarship at the point of entry.

**Personal Achievements:** list any achievements (other than Academic or Professional Qualifications which are listed in Section 4) which you wish to be taken into account when considering your application. (Continue on another leaf if necessary)



Please tell us why you think you merit the award of a Scholarship from Bangor Business School (maximum of 500 words, continue on another leaf if necessary)

## 15. Reference / Letter of Recommendation

### Notes for Referees

Please note that the reference provided as part of this application is not confidential and a copy will be provided to the applicant if requested.

Please clearly identify how you know the applicant. If this is an academic reference, please comment on the applicant's suitability for the course. This should include studies the applicant is taking or has taken with particular emphasis on subjects relevant to the proposed course of study.

Please comment on the applicant's commitment to the course together with any other relevant information (e.g. skills, personal qualities, career plans) that will assist the admissions staff in considering the application.

As part of Bangor University's Quality Assurance procedures, Chartered Banker MBA staff may contact you to verify the reference or to request additional information on the candidate. By providing this reference you agree that we may contact you in this regard. If you have any questions please do not hesitate to contact us on the address overleaf.

Applicant's Name:	
Referee's Name:	Position:
Contact Email:	Telephone Number:

How long have you known the applicant?  Years  Months

And in what capacity?  Business  Professional  Academic  Other (please specify below)

I would consider the candidate's professional abilities as (please expand upon this in the free section below)

Excellent  Good  Fair  Poor

I would consider the candidate's academic abilities as (please expand upon this in the free section below)

Excellent  Good  Fair  Poor

Please write below your comments on the applicant's suitability for admission to the chosen programme of study, including an explanation of your choices above. Please continue overleaf if required.

Detach this form and pass to your referee for completion

Referee Comments [continued]

I confirm that the information provided in this reference is correct at the time of preparation. I accept that Chartered Banker MBA staff may contact me to discuss the contents of the reference as part of Bangor University's Quality Assurance procedures and that a copy of this reference will be provided to the person concerned upon request.

Name: (in block capitals)

\_\_\_\_\_

Signature:

\_\_\_\_\_

Date:

Postal Address at which we may contact you:

**UK-based applicants / referees** please return the completed form to:  
Chartered Banker MBA Admissions,  
The Management Centre, Bangor Business School,  
FREEPOST BG35 / RHADBOST BG35,  
LL57 2DG  
**Overseas applicants / referees** please return the completed form to:  
Chartered Banker MBA Admissions  
The Management Centre  
Bangor Business School  
College Road  
Bangor  
Gwynedd LL57 2DG  
United Kingdom

# Chartered Banker MBA Programme

## Application for Student Membership of Chartered Institute of Bankers in Scotland

The element of your Chartered Banker MBA Programme fees that relates to Student Membership of The Chartered Institute of Bankers in Scotland (£180 for the two years) must be paid directly to the Institute. In order that your membership can be activated and the fees allocated, please complete this form and return it when you accept any offer of a place on the programme. Your programme fees will be adjusted accordingly.

### Part 1: Membership

First year's student membership fee of £90 is enclosed

### 2. Personal Details

Surname (or family name)

Forenames

Title (Mr, Mrs, Miss /Other - please specify)

Date of Birth

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Home Address

Postcode

Home Tel No (inc. std code)

Mobile Tel No:

Home Email:

### 3. Employment Details

Employer

Address

Postcode

Job Title:

Staff Number:

Tel No: (inc. std code)

Fax No (inc. std code)

Email:

Preferred Mailing Address:

Home

Work

Preferred Email Address:

Home

Work

## 4 Declaration

Please read the statements below before signing the form.

The information I have provided is true to the best of my knowledge or belief. I agree to be bound by the published rules of The Chartered Institute of Bankers in Scotland. I also accept that all fees are non-refundable.

Name:

Signature:

Date:

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### For Office Use Only

Balance

Re-Registration:

Processed:

Membership number to CBMBA Staff:


## 5 Direct Debit Information

Please complete the Direct Debit information in order that future fees may be collected automatically.



Full Name (s) of Account Holder(s)

  

9	0	1	3	8	6
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Bank / Building Society Account Number

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Business Address

  
  
  
  
Postcode  
Tel:

Sort Code of Account holding branch

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Home Address

  
  
  
  
Postcode  
Tel:

To the manager Bank / Building Society

  
  
  
Postcode

Instruction to your Bank or Building Society  
Until further notice please pay The Chartered Institute of Bankers in Scotland Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with the Chartered Institute of Bankers in Scotland and if so, details will be passed electronically to my Bank / Building society.

Signature (s)  Date:

Banks and Building Societies may not accept Direct Debit instructions from some types of account.



This part should be detached and retained by the payer

### The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit The Chartered Institute of Bankers in Scotland will notify you 14 days in advance of your account being debited or as otherwise agreed. If you request The Chartered Institute of Bankers in Scotland to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit by The Chartered Institute of Bankers in Scotland or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
  - If you receive a refund you are not entitled to, you must pay it back when The Chartered Institute of Bankers in Scotland asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

Please detach and complete this section. It should be returned with acceptance of an offer of a place

Chartered Banker MBA Admissions  
The Management Centre  
Bangor Business School  
FREEPOST BG35/RHADBOST BG35  
LL57 2DG