

APPLICATION FOR CERTIFICATE IN GLOBAL WORKFORCE SKILLS

Admission Requirements

Applicants must:

- Be 18 years or older
- Have completed high school (minimum)
- Have a minimum of 2 years of full-time professional work experience (or educational equivalent)
- Meet our English language proficiency requirements
 - Academic IELTS 6.0
 - Duolingo 105
 - TOEFL iBT 79

Supporting documents:

- ✓ A copy of the certificate, diploma or degree from the highest level of studies you have completed OR an official transcript (with a translation if it is not in English)
- ✓ Official English language proficiency test score report
- ✓ Professional resume

Please note that this program has limited availability. Applications will be processed in the order that they are received and must include all required documents.

PERSONAL INFORMATION

First Name
Middle Name
Last Name
Preferred First Name *(optional)*
Gender
Date of Birth *(mm/dd/yyyy)*
Primary Language
Country of Citizenship

CONTACT INFORMATION

Address
City Province/State
Country Zip/Postal Code
Phone Email

AGENT INFORMATION *(leave blank if you are not a recruitment agent)*

Agency Name
RRU Agent Code
Agent Name
Agent Email

OTHER INFORMATION

Do you identify yourself as Indigenous? If so, please indicate below (optional): _____ What is your immigration status in Canada? _____

PROGRAM DATES AND FEES

The Certificate in **Global Workforce Skills** consists of 3 required modules. You can begin in any module.

Module	Duration	Tuition (CAD)	Dates
Intercultural Competence in the Workplace	14 weeks	\$5,200.00	April 24 – July 28, 2023 April 22 – July 26, 2024
Teamwork and Collaboration	14 weeks	\$5,200.00	September 11 – December 15, 2023
Service Orientation Skills	14 weeks	\$5,200.00	January 8 – April 12, 2024

Royal Roads University student fees apply to students in most GLLC programs. These fees help fund a range of services that support student learning and the student experience. A fee of XX will be added to each module. module is required to secure a seat in the program. After your payment for the tuition deposit has been confirmed, the GLLC will issue your Letter of Acceptance.

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SELECT YOUR PROGRAM DATES

EDUCATION HISTORY

Highest level of education completed (high school or post-secondary)

INSTITUTION NAME <i>(include country if not Canada)</i>	PROGRAM NAME (IF APPLICABLE)	COMPLETED <i>(yes/no)</i>

EMPLOYMENT HISTORY

Provide an overview of your most recent employment history.

EMPLOYER	POSITION	DURATION

ENGLISH PROFICIENCY

Indicate how you wish to demonstrate competency in English.

REGISTRATION DECLARATION

I hereby declare that the information I have submitted in this registration form is true and correct to the best of my knowledge.

I understand Royal Roads University collects, uses and discloses personal information for the purposes of admission, registration and other activities related to management of a British Columbia public post-secondary institution pursuant to the University Act (RSBC 1996), the Royal Roads University Act (RSBC 1996) and the Freedom of Information and Protection of Privacy Act (RSBC 1996). I have read and understand details of the use of this information (www.royalroads.ca/about/personal-information-applicants-and-students).

Refund Policy: For information on the refund policy please see www.royalroads.ca/policies/professional-and-continuing-studies-refunds

SIGNATURE

DATE (mm/dd/yyyy)