



APPLICATION FORM FOR ADMISSION IN 2017

MSC IN LOGISTICS/ MSC IN PETROLEUM LOGISTICS APPLICANTS WITH INDIVIDUAL FUNDING

(This form should be used by all applicants with international education who are either applying directly from abroad, or who have a temporary (not permanent) residence permit in Norway).

Application deadline: 1 February 2017

First read the "Instructions for filling in the application form – Applicants with Individual Funding" enclosed. Then fill in the form according to the instructions. Molde University College - Specialized University in Logistics is under no obligation to process applications which are not complete or are lacking adequate documentation.

MSc in Logistics
Study Option: Operation Management
Study Option: Supply Chain Management
MSc in Petroleum Logistics

When you apply for the MSc program in Logistics, please give your preference between the two study options (by putting a cross X for the chosen option). If you apply for both study programs: MSc in Logistics and MSc in Petroleum Logistics, you should in addition give your priority between the two programs (1, 2).

I Personal data (please type or use capital letters when filling in the form)

Family name:	First and middle names:	Gender: F: M:
Date of birth:	Norwegian ID number (if applicable):	Nationality:
Permanent address:	Change of address/(if applicable):	
E-mail:	Change of e-mail (if applicable):	
Phone:	Fax:	

II Other applications:

Have you previously applied to Molde University College - Specialized University in Logistics?

Yes, when? Study Programme: No

1. Are you at the same time applying for admission to other MSc programs at HiMolde? If yes, which MSc programme?

A: Other higher educational institutions in Norway? Yes No

If yes, please give the name of the higher educational institution and educational programme in Norway:

B: Universities, colleges in other countries than your home country? Yes No

If yes, please give the name of the university/ college and educational programme in other countries than Norway:

2. If you have already been accepted to another higher educational institution or school in Norway or another country, please give its name:

..... date of entry:

Educational programme:

and the date when you expect to complete your studies

(Please enclose official documentation: transcripts, diplomas, letter of admission etc.)

III Educational background:

List all educational institutions attended, beginning with Secondary School and include any university/ college education now in progress. Give dates of attendance (Please remember to enclose official certified copies of diplomas/ transcripts).

Name of institution	Degree (BBA, BA, BSc, BEng, BTech, MBA, MA, MSc, MEng, MTech etc.)	Academic area within the degree listed	From (month/year)	To (month/year)

If you have written a thesis or dissertation in connection with a degree mentioned above, please give its title:

.....

VIII Student housing:

I hereby apply for: <input type="checkbox"/> Single room	Spouse/ children who will accompany me after some time : (A family apartment/ family reunification residence permit can first be applied for after the admitted student has arrived in Norway) Spouse (name, date of birth, occupation): Children (name, date of birth):
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IX Residence permit:

Are you applying directly from your home country ?
 Yes No

If no, please mention the country you have stayed in the last year and the type of residence permit in this country:

Have you previously been sponsored either by the Quota Scheme, NORAD Fellowship/NOMA Programme, NUFU or NFR (Norwegian Research Council) for another educational programme in Norway?
 Yes No

If yes, please specify the educational programme, higher educational institution, financial scheme and financial support period (month/ year for the beginning and end of the educational programme):

Do you already have a temporary or permanent residence and work permit in Norway?
 Yes No

If yes: As a student As a spouse Work permit Other types of permit
 (Please document your Norwegian residence/ work permit by enclosing a copy of the relevant pages in your passport)

X Emergency contact person:

Person to be notified in case of emergency (Give name/ postal address, email address and phone number):

Relationship to student:

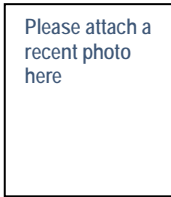
XI Enclosures:

List of enclosed documents:

1.	5.
2.	6.
3.	7.
4.	8.

If you need more space to answer any of the questions, or to give additional information which you feel might be important for the evaluation of your application, please use item VI, B, or an extra sheet of paper. I confirm by my signature that the information given in this Individual Funding application form and the certified documents enclosed with this form are correct.

Date: Signature



Return this application to:

Application MSc in Logistics/ MSc in Petroleum Logistics – INDIVIDUAL FUNDING
 Attention: Senior Adviser/ International Coordinator MSc/PhD studies: Ragnhild Brakstad,
 Office of the Director of Studies and Academic Affairs
 MOLDE UNIVERSITY COLLEGE - SPECIALIZED UNIVERSITY IN LOGISTICS
 P.O. Box 2110, NO-6402 MOLDE,
 NORWAY

Postal address for registered post (like DHL): Britveien 2, NO-6410 Molde, NORWAY

INSTRUCTIONS FOR FILLING IN THE APPLICATION FORM – APPLICANTS WITH INDIVIDUAL FUNDING

Please notice: The application will not be considered unless all sections have been filled in, and certified copies of all required documents have been enclosed.

Required documentation:

1. Certified copies of the pages of your passport showing your photo, your full name, your date of birth and your nationality
2. Documentation of change of name if relevant (e.g. marriage certificate)
3. Officially certified copies of all your educational certificates including:
 - diploma/certificate/transcript from Higher Secondary School
 - official transcripts and diploma from all your college/ university education
 - TOEFL or IELTS test results

(if not forwarded directly to Molde University College - Specialized University in Logistics see item V. below)

4. Letters of recommendation from previous university education, and letters from employers confirming work experience.
5. For all applicants, who are not citizens of the EU/EEA/ EFTA countries: Financial plan with enclosed financial documents showing a minimum of NOK 103 950 to cover the first year of your MSc studies (letters from sponsors, confirmation letters of scholarships/ grants, bank guarantees etc). Financial plan showing how you intend to finance the second year of your MSc studies (additional NOK 103 950).
6. A recent photo must be attached with this application

(Please attach only one colour photo on the last page of the application form)

All copies must be attested as true copies of the original by a Notary Public or by a school/university administrator/registrar and bear the name, signature and stamp of the official. Educational certificates must be sent directly from the school/university. Documents which are not originally in Norwegian, Danish, Swedish or English, must be accompanied by/ sent together with an authorized translation of the original document in English. Please note that applicants are asked to submit certified **copies**, not original documents. Students who are admitted to Molde University College - Specialized University in Logistics should, however, bring with them all the original documents to Molde. Our specialised university reserves the right to require students to present all original certificates, diplomas, transcripts in case this is considered necessary. Students failing to present all relevant original documents upon request may be denied admission or later told to leave our specialised university, even after arriving in Norway. Students should also bring detailed course descriptions (syllabus) of their former education.

I. Give your names as they appear in your PASSPORT. For the sake of file-keeping it is essential that only one family name be given. If, however, you have two family names (e.g. maternal and paternal family name), please underline the one used more frequently or considered the most «important». Use the name (s) consistently throughout all correspondence with our university college. Norwegian personal (ID) number: All citizens (Norwegian or foreign) residing in Norway for more than 6 months have or will obtain a personal Norwegian ID-number. International students receive such a number upon application to the Norwegian National Registry Office about 3-4 weeks after their first arrival in Norway.

III. + IV. Please explain any gaps in your educational/work experience record.

V. Applicants with at least one year's education at higher secondary level or university level from Ireland, UK, US, Canada, Australia or New Zealand, applicants from African countries with a BBA, BA, BSc, BEng or BTech degree where the main language of instruction has been English, or who have passed English as a subject at GCE A-level with grade C or better, or applicants with a university degree where English is the main academic field of study (BA in English), do not have to submit TOEFL/ IELTS test results. Applicants from countries having ratified the Lisbon Convention (like e.g. the countries within EU/ EEA/ EFTA), must document a minimum of 7 years of English as a subject from their primary and secondary school when submitting their application form. For citizens from all other countries, the application **will not be considered** unless a TOEFL or IELTS test result is enclosed or sent directly to Molde University College - Specialized University in Logistics, preferably within the final application deadline of 1 February 2017, and at latest within 1 April 2017. Due to verification reasons, the English test results are not valid for admission if they are more than 2 years old. The result must not be older than 1 February 2015 for admission in year 2017. Please provide the name and address of Molde University College - Specialized University in Logistics to the test centre when requesting them to forward the TOEFL/ IELTS test score, since Molde University College - Specialized University in Logistics does not have any separate TOEFL code. **Please be aware that the offer of admission under the category Individual Funding will be withdrawn if the applicant/ student has not given correct and complete information about all his/ her educational and vocational background when filling in the application form. All applicants should forward their applications individually in a separate envelope for each applicant and send it directly to HiMolde. HiMolde is not applying agents in student recruitment, and can therefore reject the applications of applicants who have forwarded their applications to us together with many other applicants in the same envelope, either by using agents or other ways of organising the applications.**

Letter of Admission/ Information about the result of your application

Students, who are admitted to the MSc program in Logistics or the MSc program in Petroleum Logistics under the category Individual Funding, will receive a letter of admission approximately around mid/ end of May 2017. Applicants who are rejected might first receive their rejection letters between the middle of May and the middle of June 2017.

Please be aware that Molde University College - Specialized University in Logistics does not have the administrative capacity to answer requests regarding the status of your application over phone, email or post before the admission has been finalized. Since we consider the information given in the application form as private and confidential, we can also not consider requests from friends/ students/ relatives already staying in Norway, who on the applicant's behalf have been asked to contact our office to find out about the status of the applicant's application. The result of the application of admission will therefore first be sent directly to all the applicants after the admission process has been finalized, and no other person outside Molde University College - Specialized University in Logistics will have access to this information before all the applicants have been informed about the result of their applications, and admitted students have accepted their seats.

In the letter of admission the student will be asked to **confirm acceptance** of the seat he/she has been offered at Molde University College - Specialized University in Logistics. The «Acknowledgement Form» must be returned to us within the date stated in the letter of admission. Failure to confirm acceptance of the seat within this date, will result in the seat being offered to another applicant on the waiting list for admission. All admitted students under Individual Funding must sign the Acknowledgement Form, and according to UDI's regulations agree to leave Norway after completing the international master's programme at Molde University College - Specialized University in Logistics.

The Student Welfare Organisation at Molde University College - Specialized University in Logistics, will usually arrange for a single room accommodation at one of their accommodation halls for all admitted students with Individual Funding at the MSc program in Logistics and the MSc in Petroleum Logistics. The booking of single room accommodation for the admitted students will be arranged directly by the International Coordinator, and the students should therefore not contact the Student Welfare Organisation directly. Admitted students will receive more detailed information about how to apply for a student residence permit to Norway, the single room accommodation and arrival information in Molde together with the letter of admission.

When the international students arrive in the middle of August 2017, Molde University College - Specialized University in Logistics will arrange welcome days for all new students. There will also be separate information for the new international students given within these welcome days. It is therefore compulsory for all the new international students to join the welcome days, because the new students will then receive all the necessary help with the practical details of being a new student at Molde University College - Specialized University in Logistics. On behalf of Molde University College - Specialized University in Logistics, I would like to wish you all the best in forwarding your application for admission under Individual Funding.

Sincerely yours,

Ms Ragnhild Brakstad
Senior Adviser/ International Coordinator MSc/ PhD studies
Office of the Director of Studies and Academic Affairs
Molde University College - Specialized University in Logistics
P.O. Box 2110
NO-6402 MOLDE
NORWAY

Postal address for registered post (like e.g. DHL): Britveien 2, NO-6410 Molde, NORWAY
Email: Ragnhild.Brakstad@himolde.no
Phone (direct line): + 47 71 21 41 08
Fax: + 47 71 21 41 00