



# FLORIDA VIRTUAL COLLEGE

## APPLICATION FORM

2900 Glades Circle, Suite 800, Weston FL 33327

PH: 954-845-0661 1-800-252-0683 • Fax: 954-845-8964 • Email: info@fvconline.com

www.fvconline.com

**This Application together with the College Catalog constitutes a binding agreement between the student and the College upon acceptance by the College.**

### PERSONAL DATA (Please type or print all Information in blue or black ink)

|              |  |                                  |   |
|--------------|--|----------------------------------|---|
| Last Name:   |  | First:                           | Middle:   |
| Maiden Name: |  | Social Security:<br>□□□□-□□-□□□□ | Gender:<br><input type="checkbox"/> Male<br><input type="checkbox"/> Female |
| Address:     |  |                                  |   |
| City/State:  |  | Country:                         | Postal Code:  |
| Home #:      |  | Work/Other #:                    | Fax #:  |
| Email:       |  |                                  | Date of Birth: (mm/dd/yy)   |

The following information is required in order to provide statistical data in compliance with federal and state non-discrimination requirements. Response is voluntary and the information will be kept confidential. Refusal to provide this information will not subject the applicant to any adverse treatment.

Race (optional):  African American     Asian     Caucasian     Hispanic     Native American  
 Other     Choose not to respond

FVC offers three (3) language tracks: English, Spanish, and Bilingual. Please indicate the language in which you desire to take your courses:     English     Spanish     Bilingual

### PROGRAMS

**Please select the Program(s) you wish to study:**

#### Master Degree

- M.B.A. (Master of Business Administration) with Specialization in General Administration
- M.B.A. (Master of Business Administration) with Specialization in Finance

#### Graduate Admission Requirements:

Applicants seeking admission into a graduate program must have:

1. An undergraduate degree from an accredited, state licensed, or government recognized U.S college or university, or an equivalent degree from an accredited college or university outside of the United States,
2. A minimum cumulative grade point average of 2.5 on a scale of 4.0.

## EDUCATIONAL BACKGROUND INFORMATION

(Official Transcripts are required before a degree program is approved)

**LIST ALL HIGH SCHOOL, COLLEGE & UNIVERSITIES INSTITUTION ATTENDED.**

### HIGH SCHOOL

| Name of Secondary school/<br>City/ Country | Dates (year) Attended<br>From and To | Degree or<br>Approximate<br>Number of<br>Credits Earned | Major | Date (Month/Year) Degree<br>Awarded or Expected |
|--|--------------------------------------|---|-------|---|
| Name:                                      |                                      |   |       |   |
| City & Country:                            |                                      |   |       |   |
| Name:                                      |                                      |   |       |   |
| City & Country:                            |                                      |   |       |   |

### COLLEGES & UNIVERSITIES

|                 |  |  |  |  |
|-----------------|--|--|--|--|
| Name:           |  |  |  |  |
| City & Country: |  |  |  |  |
| Name:           |  |  |  |  |
| City & Country: |  |  |  |  |
| Name:           |  |  |  |  |
| City & Country: |  |  |  |  |

### CANCELLATION AND REFUND POLICY

**Should the student be terminated or cancel for any reason, all refunds will be made according to the following refund schedule.**

- 1. Students may withdraw from a course and receive a full 100 percent refund of all tuition and appropriate fees during the first week of the term.**
- 2. A "Drop/Add" form must be submitted within the first week of the term and be approved by the Registrar's office prior to refunds being released.**
- 3. Refunds shall be paid within 30 days after approval by the Registrar's office.**
- 4. Cancellation after the third (3<sup>rd</sup>) business day, but before the first class, results in a refund of all monies paid, with the exception of the non-refundable application fee.**
- 5. The termination date for refund computation purposes is the last date of actual attendance by the student unless earlier written notice is received by the Academic Dean.**
- 6. A student can be dismissed at the discretion of the Academic Dean for insufficient progress, non-payment of tuition and/or fees, or failure to comply with the rules.**

## **APPLICATION VERIFICATION**

**I certify that the information contained in this application is complete and accurate and that I have read and agree to the admission requirements and refund policies above.**

**I understand that the submission of inaccurate or incomplete information can be considered sufficient cause for terminating my application or enrollment at Florida Virtual College.**

\_\_\_\_\_  
**Applicant's Signature\***

\_\_\_\_\_  
**Date**

**\*Parent/Guardian's signature if applicant is under 18 years old.**

**Please mail this application form along with a non-refundable check in the amount of \$50.00 to FVC at the address above.**