MALDIVES QUALIFICATIONS AUTHORITY
Ministry of Higher Education
Male'. Republic of Maldives

Application Form for Recognition of the Intended Programme

(PLEASE FILL SEPARATE APPLICATION FORM FOR EACH INTENDED PROGRAMME TO BE RECOGNIZED)

Applicant's Information

Full Name: ....

ID Card No/ PP No: .... Nationality: .... D.O.B: ....

Permanent Address: .... Atoll: .... Island: ....

Current Address: .... Atoll: .... Island: ....

Mobile No: .... E-mail: ....

Intended Programme for MQA recognition/approval

Name of the Programme: ....

Entry Criteria: ....

MNQF Level: .... Programme Duration: .... Study Duration of the Programme: ....

Programme Commencing Date: ..../........../.......... Programme Ending Date: ..../........../..........

Intended HEI for MQA recognition/approval

Name of the HEI: .... Country: ....

Awarding body : .... Country: ....
(if different from above)

Ownership of the Institute: ☐ Government   ☐ Private   ☐ Government and Private   *(put a tick where appropriate)*

Mode of Study

☐ Full-Time   ☐ Part-Time (Duration:..)

Delivery Modality

☐ Face to Face   ☐ E-Learning (Type: ....)

Is the study by fully attending the HEI: YES ☐   NO ☐   *(put a tick where appropriate)*

Secondary & Higher Secondary Qualifications obtained

Name of the Certificate	School attended	Location	Date Obtained
1.			
2.			

Previous Tertiary/ Higher Education Qualifications obtained

Title of the Qualification	Attended University /College /Institute	Duration	Date Started	Date Finished
1.				
2.				

Previous Qualifications

Highest level of Education Completed: ....

Awarding body: .... Country: .... Year: ....

If validated from MQA: YES ☐   NO ☐   *(put a tick where appropriate)*   If "YES" year of validation: ....

Employment History

Total work experience in: Year(s) .... Month(s) .... Day(s) ....

Current Job

Designation: .... From: ....

Organization: ....

Contact Person: .... Designation: .... Contact No: ....

Ownership of the Organization: ☐ Government ☐ Private ☐ Government and Private ☐ Others
(put a tick where appropriate)

If "OTHERS" please specify: ....

Previous Employment History

Previous Posts	Employer	From	To
1.			
2.			

Checklist - Documents to be submitted: *(put a tick where appropriate)*

☐ Original and copies of SSC, GCE(O/L), GCE(A/L), HSE, IGCSE and Post Secondary Education Copy.

☐ Placement copy (Note: for scholarship and loan applications Ministry of Higher Education requires placement to be verified.)

☐ Documents showing course duration, course entry criteria and course structure.

☐ If the concerned qualification is Certificate 4 and above, documents of related work experience and CV (if from alternate entry.).

☐ If the Academic programme is a distance education programme, details of examinations and assessment arrangements.

☐ Documents showing that the Training Provider is recognized in the country of study.

☐ Documents showing that the Awarding Body is recognized in the country of origin.

☐ Copy of National Identity Card.

PLEASE ENSURE ALL THE REQUIRED DOCUMENTS ARE SUBMITTED FOR SPEEDY PROCESSING

DECLARATION:

I declare that all the information given in this application form is accurate and all the mentioned documents are submitted. I also declare that the certificate I submitted as supporting documents are genuine certificates I obtained and not forged. I agree to take the full responsibility of all the implications resulting if I submit any forged certificate on untrue information.

Name: .... Date: ..../.............../...................... Sign: ....

FOR MQA USE ONLY:

Application received by: Name: .... Date: ..../.............../...................... Sign: ....

PLEASE SUBMIT THIS FORM ALONG WITH ALL REQUIRED DOCUMENTS TO MQA BETWEEN 8:15 AM AND 12:00PM ON WORKING DAYS

Maldives Qualifications Authority (MQA), (Fenbuilding, 4th Floor), Phone: +960 3026667 / Website: www.mqa.gov.mv / E-mail: info@mqa.gov.mv

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