



GIA
GEMOLOGICAL INSTITUTE OF AMERICA®
Education India

SEND COMPLETED APPLICATION WITH PAYMENT TO:

GIA INDIA

10TH FLOOR, TRADE CENTRE, BANDRA KURLA COMPLEX,
BANDRA [EAST], MUMBAI 400051.

Application Information

Date (dd/mm/yyyy) / /

Course Name _____ Start Date _____ End Date _____

Full Legal Name _____
(First Name) (Middle Name) (Last Name)



Male Female

Full Name _____
(to appear on your diploma or certificate as displayed on legal document)

Father's Name _____

Home Phone _____ Business Phone _____

Mobile Phone _____ Fax _____

E-Mail _____

Date of Birth (dd/mm/yyyy) _____ Nationality _____

Home Address _____

City _____ Postal Code _____

Business Name _____

Business Address _____

City _____ Postal Code _____

Please send all correspondence to (please check one):

Home Business Other

Highest Educational Qualification Achieved:

Academic _____ Professional _____

Have you ever enrolled at GIA? Yes No

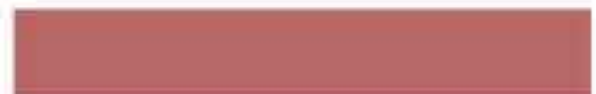
If Yes, Student Number _____

Are you a member of GIA Alumni Association? Yes No

If Yes, Membership Number _____

For Office Use Only

Course venue _____ City _____



Signature of the Applicant

Payment

Cheque Cash Demand Draft Bank Transfer Others

Terms and Conditions overleaf (To be read & signed)

We reserve the right to reject an application with full refund of the money paid. We reserve the right to reschedule and cancel classes and to change tuition fee without notice.

Terms and Conditions:

1. All columns in the enrollment form must be filled up by the applicant only and the candidate must put his / her signature below the form on the marked place. Every applicant must also sign the acceptance of terms and conditions laid down hereunder.
2. Minimum Educational Qualification for any candidate to enroll for a course in GIA India is H.S.C. / 10 + 2. Hence attach copy of the Certificate as proof.
3. All courses are conducted in English language only. Hence proficiency in English language is advised.
4. The entire course fee has to be paid at least 20 days before the commencement of the course.
5. Although an application for admission to course / programme can initially be made through fax, such an application will only be considered as expression of interest. This should be followed immediately by an application in original accompanied by all required documentation and Payment.
6. Additional amount payable towards the customs duty for the instruments provided along with the course material will be charged extra at the prevailing rates.

7. Documents Required

- a) Proof of Education.
- b) Proof of identity (valid Passport copy, Driving License). For students being sponsored by their employing company / organization additional requirements are a covering letter from the company and a copy of photo identity card duly issued by a competent authority.
- c) Two passport size photographs with name and signature of the applicant on the reverse.
- d) Non Indian citizens should complete following requirements
 - A copy of the valid student Visa to be provided on arrival
 - On arrival the student is required to register at the nearest police station and provide a copy of the same to the Institute.

8. Payment

- a) All payments must be made in Indian Rupees
- b) Every application enrollment form must be accompanied by Application processing fee and the Initial deposit
- c) No outstation cheques are accepted. Cash / Demand Draft / Cheques at Par / Bank Transfer only are the acceptable modes of payment. Bank Instruments should be prepared in favor of "GIA INDIA" (Payable at MUMBAI)
- d) In case of Bank transfer inform GIA India office by email.

9. Cancellation & Refund

If enrollment is Cancelled / Transferred	GIA India retain
A) More than 30days before class start date	Application Processing Fee
B) Between 29days till 8days before class start date	Initial Deposit
C) Between 7days till 1days before class start date	Initial Deposit + 10% Tuition Fee (Subject to a minimum of Rs. 10000/-)
D) On or after the start date	No Refund
E) Seminar / one-day class	No Refund

Declaration

I have gone through and understood the terms and conditions above and accept the same.

Date (dd/mm/yyyy)

____/____/____

Signature of the Applicant