



Please read carefully the General Notes on Page 2 before filling this form

Application form for Approval of Course (Overseas)

A. Applicant's Details

Name of Company: ..... (as incorporated)
Correspondence Address:..... (in block letters)
Phone No. - Office :..... Fax :.....
Email address :.....
Website: http://.....

B. Course Details Requirements

Course Title: .....
Course Aims / Objectives:.....
Entry Requirements :.....
Course Type: Short Course [ ] Conference/Seminar [ ] Tailor-made (corporate) [ ]

C. Duration of Course

Total duration: ..... Total number of days: .....
No. of sessions per week: ..... No. of hours per session: .....
Start Date: ..... End Date: .....

Name of Foreign Institution: .....

Country: .....

Number of employees who will follow the course

Total course fee per participant  (excluding air fare & accommodation)

This form together with attachments and accompanied with the payment for processing fee should be submitted to:

**The Director  
Mauritius Qualifications Authority  
IVTB Compound  
Pont Fer  
Phoenix**

It is an offence to give false or conceal information in this form.

I declare that the particulars in the application form and in the sheets attached thereto are true to the best of my knowledge and belief.

Name:..... Designation.....

Signature: ..... Date: ...../...../.....

### Checklist

Duly filled in application form should be submitted accompanied by the following:  
(Please tick as appropriate to indicate whether documents are attached)

	Yes	No	For Office use only
1. Course contents			
2. Agreement with the foreign institution for the delivery of the course			
3. Processing fee of Rs 600 for application for approval of course			

### General Notes

- This form should be filled in after consultation of the Quality Assurance (QA) Standard which is available at the MQA office or which can be downloaded from MQA website at <http://www.mqa.mu>
- Incomplete, inadequate or inaccurate filling of the application form may result in the latter being rejected.
- Application will be processed upon payment of the non refundable fee of Rs 600.
- The application form for approval of **overseas** course is to be filled by the Company intending to send its employees for short training overseas