

Student Member Application

Photo

This form should be completed by all those who are following a course of study leading to an OTHM qualification. Please complete all sections in **BLOCK CAPITALS** using black ink.

Section 1 - Personal Details

Title (eg Mr Mrs Miss Ms) _____

Forename(s)

Surname

Please note: First Name, Initials and Surname will be used on all certification documents.

Passport Number (**Please provide a copy with your application**) _____

Date of Birth ___ / ___ / _____ Nationality _____

Student Address

Post Code

Country

Telephone

Mob.

Email

If you have been previously registered or if you have an OTHM Pre-UK Entry number, please enter your number: _____

Section 2 – Study Centre and Course

Which OTHM qualification do you intend to study? – please tick

Introductory Certificate

Professional Certificate

Professional Diploma

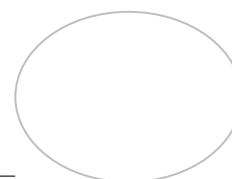
Professional Higher Diploma

Name of the education centre where you intend to take your course _____

College Stamp

Country _____

Start date ___ / ___ / _____ Completion date ___ / ___ / _____



- Applicants without a college stamp, signature and student photograph will NOT be processed (see page 3).**

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Section 3 – Qualifications Held

Date(s)	Qualification – including stage or grade	Subject	Awarding Body

Section 4 – Relevant Work Experience

Date(s)	Job Title	Main Duties	Name and Address of Employer

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Section 5 – Fees All Applicants

For your first year of study you will need to pay a registration fee according to the course that you will be taking that year – this also applies to existing OTHM Members who have not previously been students. In subsequent years of study you need only renew your membership.

(For the different geographic regions - See OTHM website / Student Area reference OTHM International fees)

I wish to apply for, please tick:

Membership Fees First year of study	Region 1 UK & EU Centres	Region 2 Centres	Region 3 Centres
Introductory Certificate (Includes Exam Fee)	£100 <input type="checkbox"/>	£ 80 <input type="checkbox"/>	£ 60 <input type="checkbox"/>
Professional Certificate	£ 110 <input type="checkbox"/> (Online workbooks included as of 26/03/10)	£ 50 <input type="checkbox"/>	£ 40 <input type="checkbox"/>
Professional Diploma (Includes Exemptions from Certificate Level)	£ 140 <input type="checkbox"/> (Online workbooks included as of 26/03/10)	£ 75 <input type="checkbox"/>	£ 60 <input type="checkbox"/>
Professional Higher Diploma (Includes Exemptions from Certificate Level)	£160 <input type="checkbox"/>	£ 95 <input type="checkbox"/>	£ 70 <input type="checkbox"/>
Individual Management Certificates	£ 60 <input type="checkbox"/>	£ 50 <input type="checkbox"/>	£ 40 <input type="checkbox"/>

Fees applicable from 1st March 2010

Where did you first hear about OTHM?

- Internet
 Advertising
 Exhibition

- Education centre
 Other
 please specify _____

Section 6 – Signature

I agree that I shall abide by the OTHM Member Code of Practice. I confirm that the information supplied on this form is accurate and complete.

Signature: _____

Date: _____

Please submit your completed application form along with your membership/registration fee to your study centre.

Special Note: Your registration fees are not transferable or refundable.

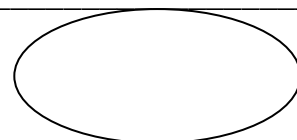
Section 7 - Study Centre Use Only

Name of Centre: _____

Contact name at centre[block capitals] _____

Signature: _____

College Stamp:



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Notes : Upgrade of Student Membership

Once a Student Member has passed the **OTHM Diploma** qualification he or she may apply to upgrade his or her membership to **Associate Member** status but only if the Member is able to supply evidence that he or she has 6 months' relevant industrial experience.

Similarly, an **Associate Member** who passes the **OTHM Higher Diploma** may apply to upgrade their membership to **Full Member** status if he or she is able to supply evidence that he or she has one year's relevant industrial experience – that is, six months' experience since obtaining Associate Member status.

Industrial experience may be in the form of part-time work done while studying. The member must indicate how many hours of work they have done in support of his or her application. The application for upgrade should be in the form of a letter accompanied by supporting evidence.

Membership Grades and Requirements

Grade	Examination Track		Professional Track
	Examination	Experience	
Student	Open to those studying for an OTHM qualification		
Associate	OTHM Diploma	6 month's relevant industry experience	4 year's experience and equivalent qualification
Full Member	OTHM Higher Diploma	1 year's relevant industry experience	8 year's experience and equivalent qualification
Practitioner			Open to those who work in the industry

Qualification Entry Requirements

Qualification	Entry Requirements
Introductory Certificate	Individuals who wish to commence or have commenced work in the Tourism and Hospitality Industry
Professional Certificate	<ul style="list-style-type: none"> • 5 GCSE's or 5 O'Levels or equivalent • Holders of OTHM Introductory Certificate • Equivalent academic qualifications + English Language Competency (recommended IELTS 5.5)
Professional Diploma	<ul style="list-style-type: none"> • Holders of OTHM Certificate or equivalent • Mature students with a minimum of 8 year's experience including 3 year's management experience + English Language Competency (recommended IELTS 6-7) * Holders of OTHM Diploma can apply for Associate Member status
Professional Higher Diploma	<ul style="list-style-type: none"> • Holders of OTHM Diploma or equivalent • 1st Degree or HND/HNC or equivalent + English Language Competency (recommended IELTS 6-7) * There are no module exemptions at the Higher Diploma level