

Thank you for your interest in our Senior Marine Engineering Prep courses. In order to ensure a smooth booking process please follow all instructions provided in this form and in any other correspondence that we may have with you during the course of booking.

Please note that a place on the course of your choice is deemed booked only when we have issued the **Course Acceptance Letter**.

Application Process

Step 1

Send a fully completed Course Application Form to marine@cityofglasgowcollege.ac.uk, including following supporting documents:

- a. Copy of Passport (photo and address page)
- b. Copy of current CoC (photo and restriction pages)

Step 2

Pay full course fee, plus any courier charges, by application deadline using Student Payment Form. Please note visa support letters will not be issued until full course fee is paid.

Step 3

College will acknowledge receipt of payment and issue a Course Acceptance Letter and Visa Support Letter (where applicable).

Step 4

College will issue joining instructions approximately 2 weeks prior to course start date.

Places are allocated on a first come, first served basis. You are advised to make your application as far in advance as is practical.

Human Element & Leadership Management (HELM)

The college offers HELM dates to fit around your EK course which will allow you to focus on the course and achieve the required level of course attendance. Dates are provided under Course Choices below.

Please note: if the College is supporting your visa application you are required to complete the HELM (M) course at the City of Glasgow College.

High Voltage Management Training

The 2010 Manila amendments to the STCW Code bring in the requirement for engineers to undergo education and training in high voltage systems, at both the operational (III/1) and management (III/2 and III/3) levels.

Students who book a place on the High Voltage course when booking their EK course will be eligible for a **£100 discount** on the course fee. Dates are provided under Course Choices below.

Notice of Eligibility

Candidates must obtain an appropriate level of NOE issued by the MCA UK prior to booking the Oral examination. Further details on the requirements can be found in [MSF 4275](#) and [MSN 1857 \(M+F\)](#)

You can also contact the MCA direct on **+44 23 8032 9231** (select option 2).

International Students - Visa Requirements

For International applicants who meet the course and college entry requirements, the college will issue a Short Term Study Visa Support Document which should be used to apply for a Student Visitor Visa. Students should note that they **must have a valid passport for the duration of stay** and that Visa Support Documents will only be issued within 3 months of the course start date.

Contact

For further information please contact:
City Enterprises (Marine)
Tel: 0141 375 5572
Email: marine@cityofglasgowcollege.ac.uk

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Personal Details

Title (Mr/Mrs/Miss etc)

Forename (as per passport)

Surname (as per passport)

Date of Birth (as per passport)

Nationality

Passport Number

Would you require a Visa Support Letter from the College? Yes No

Permanent Address (as per passport)

Address for Correspondence (if different from above)

Home Tel.

Mobile

E-mail

Previous Educational Qualification(s) (HNC, HND, etc.)

Level of Current CoC (EOOW, Second Engineer (III/2) etc.)

Current CoC issued by (MCA UK etc.)

CoC Number

Year CoC Issued On

CoC restriction (Motor Ships Only, Steam Ships Only, etc.)

Course Choice(s)

Engineering Knowledge (Motor) Management Level (III/2, Unlimited) Prep Course

Course Starts	Course Ends	Application Deadline		Course Fee
		International Applications	UK/EEC Applications	
23.09.19	06.12.19	06.09.19	09.08.19	£1400.00
13.01.20	20.03.20	03.01.20	29.11.19	£1400.00
20.04.20	03.07.20	13.07.20	03.04.20	£1400.00

DISTANCE LEARNING - Management Level (III/2) Academic Subjects

£500.00 per subject. Courses available throughout the year.

Management Level

Applied Heat
Applied Mechanics
Mathematics
Naval Architecture
Electrotechnology
Engineering, Systems & Ship's Drawings

Second Engineering (Limited) Level

General Engineering Science I
General Engineering Science II
Engineering Knowledge I
Engineering Knowledge II

HELM (Management):

5 day course, £600.00 per person

Start Date

16.09.19	03.02.20
06.01.20	20.07.20

High Voltage (Management):

5 day course, £1000.00 per person*

Start Date

26/08/19	06/01/20
09/09/19	10/02/20
14/10/19	09/03/20
16/12/19	30/03/20

*Discount of £100 when booked alongside Engineering Knowledge (Management) course.