



Certificates, advanced certificates and advanced diplomas

Online programmes

Application Form

Thank you for your interest in London School of Business & Finance powered by InterActive

We look forward to welcoming you onto our Executive Education Programmes at LSBF powered by InterActive. Please ensure you read through the following information carefully. It contains a step-by-step guide to completing the application form, and will help make the process as straightforward as possible. In addition, our programme advisors are available to answer any of your questions, so please feel free to contact us by email info@studyinteractive.org or by phone on **+44 (0) 20 3535 1274** if you have any further queries regarding the application process.

Instructions for applicants

STEP 1

Complete the application form.

STEP 2

Enclose the following supporting documents as a part of your application form:

- An English language copy of your CV/résumé (not more than 2 sides of A4).
- A copy of your passport
- Recent passport-sized colour photograph (jpeg, 150*150 pixels)

STEP 3

Please send a completed copy of your application form to your **Programme Advisor** via **email** only. You are required to attach copies of the relevant documents listed in this application.

STEP 4

Upon receipt of the application form, all your documents will be submitted for consideration by the Admissions Board. The Board, which consists of the course Director and other senior academic staff, meets weekly, and assesses your suitability for your chosen course of study.

After careful consideration you will receive one of the following offers:

- An **unconditional offer** meaning that you have successfully met all the requirements and have been accepted onto your chosen programme with LSBF.
- A **conditional offer** meaning that you have been accepted onto the programme but we may need further information from you before you can proceed with your course.

In each case, your individual **Education Consultants** will contact you to explain this in more detail.

STEP 5

As soon as you have received an Offer Letter from LSBF, your individual **Education Consultant** will be in touch with you regarding the deposit payment required to secure your place on the programme.



Application deadlines

Due to a high demand for our certificate programmes, places are limited. We therefore advise that you apply as early as possible.

For any general enquiries and to send complete application forms please contact us on:

info@studyinteractive.org

+ 44 (0) 20 3535 1274

1. PERSONAL DETAILS

Title (Dr, Mr, Mrs, Miss, Ms)	_____	Date of Birth (DD/MM/YYYY)	_____
Surname/Family name	_____	Nationality	_____
First/Given name	_____		

2. CONTACT DETAILS

Contact Address:

Address line 1	_____	Primary e-mail	_____
Address line 2	_____	Other e-mail	_____
Country	_____	Home phone	_____
City/Town	_____	Business phone	_____
Postcode	_____	Mobile phone	_____

3. ENGLISH PROFICIENCY

(A) Is English your first Language? ☐ **No** ☐ **Yes**

(B) Have you taken any English language examinations or standardised tests (e.g. TOEFL, IELTS, Cambridge First Certificate, PTE)?

☐ **No** Please go to **(C)** ☐ **Yes** Please give details and enclose a copy of your certificate (if you were given one):

Name of Test Taken:

Result Score:

(C) If not, how would you describe your level of English?

☐ **Fluent** ☐ **Advanced** ☐ **Intermediate** ☐ **Elementary / Beginner**



4. AVAILABLE ONLINE COURSES

Certificates
<input type="checkbox"/> Audit and Assurance
<input type="checkbox"/> Accounting for Performance and Control
<input type="checkbox"/> Business Analysis
<input type="checkbox"/> Business Law
<input type="checkbox"/> Business Psychology
<input type="checkbox"/> Consumer Behaviour
<input type="checkbox"/> Corporate Finance
<input type="checkbox"/> Cross-Cultural Management
<input type="checkbox"/> Developmental Economics
<input type="checkbox"/> Developmental Psychology
<input type="checkbox"/> Digital Marketing and New Media
<input type="checkbox"/> Financial Accounting
<input type="checkbox"/> Financial Economics
<input type="checkbox"/> Financial Markets
<input type="checkbox"/> Global Business Management
<input type="checkbox"/> Governance and Ethics
<input type="checkbox"/> HR Management
<input type="checkbox"/> Information Management
<input type="checkbox"/> International Financial Management
<input type="checkbox"/> International Marketing
<input type="checkbox"/> Introduction to Finance
<input type="checkbox"/> Introduction to Marketing
<input type="checkbox"/> Macroeconomic Environment
<input type="checkbox"/> Management Accounting
<input type="checkbox"/> Management and Leadership
<input type="checkbox"/> Managerial Economics
<input type="checkbox"/> Market Research
<input type="checkbox"/> Marketing and Entrepreneurship
<input type="checkbox"/> Marketing Communications
<input type="checkbox"/> Micro Economics
<input type="checkbox"/> Money and Banking
<input type="checkbox"/> Operations Management
<input type="checkbox"/> Organisation Behaviour
<input type="checkbox"/> Personal Finance
<input type="checkbox"/> Project Management
<input type="checkbox"/> Quantitative Methods
<input type="checkbox"/> Risk Management
<input type="checkbox"/> Talent Development for Business Success
<input type="checkbox"/> Taxation
<input type="checkbox"/> Understanding Financial Statements
<input type="checkbox"/> Art Enterprise Diploma
<input type="checkbox"/> Enterprise and Entrepreneurship Diploma

Advanced certificates
<input type="checkbox"/> Accounting and Managerial Finance
<input type="checkbox"/> Advanced Corporate Finance
<input type="checkbox"/> Advertising and Promotion Management
<input type="checkbox"/> Business and Financial Analysis
<input type="checkbox"/> Carbon Management and Entrepreneurship
<input type="checkbox"/> Consumer Behaviour and Research
<input type="checkbox"/> Contemporary Issues in Oils, Gas and Energy
<input type="checkbox"/> Corporate Finance
<input type="checkbox"/> Corporate Governance and Ethics
<input type="checkbox"/> Corporate Reporting
<input type="checkbox"/> Cross-Cultural Management
<input type="checkbox"/> Customer Relationship Management
<input type="checkbox"/> Derivatives and Alternative Investments
<input type="checkbox"/> Digital Marketing Communications
<input type="checkbox"/> Enterprise Risk Management
<input type="checkbox"/> Entrepreneurial Business Management
<input type="checkbox"/> Equity and Fixed Income Investment
<input type="checkbox"/> Financial Risk Management
<input type="checkbox"/> Fundamentals of Islamic Finance
<input type="checkbox"/> Global Marketing Management
<input type="checkbox"/> Human Capital Management
<input type="checkbox"/> Innovation and Product Development
<input type="checkbox"/> International Retail Banking
<input type="checkbox"/> Internet Marketing Management
<input type="checkbox"/> Islamic Banking Operations
<input type="checkbox"/> Islamic Portfolio Management
<input type="checkbox"/> Knowledge and Information Management
<input type="checkbox"/> Luxury Brand Management
<input type="checkbox"/> Management Consultant and Toolkit
<input type="checkbox"/> Marketing and Business Environment
<input type="checkbox"/> Marketing Communications
<input type="checkbox"/> Mergers and Acquisitions and Private Equity
<input type="checkbox"/> Money and Foreign Exchange
<input type="checkbox"/> Performance Management and Control
<input type="checkbox"/> PR Management
<input type="checkbox"/> Project Management and Leadership
<input type="checkbox"/> Quantitative Finance and Financial Markets
<input type="checkbox"/> Social Media Communications
<input type="checkbox"/> Strategic Hospitality, Sport and Leisure Management
<input type="checkbox"/> Strategic Management and Leadership
<input type="checkbox"/> Strategic Marketing Management
<input type="checkbox"/> Strategic Sales Management
<input type="checkbox"/> Strategic Technology Management
<input type="checkbox"/> Systems and Operations Management



Advanced diplomas
<input type="checkbox"/> Accounting and Financial Management
<input type="checkbox"/> Business Administration
<input type="checkbox"/> Carbon Management
<input type="checkbox"/> Digital Marketing and Social Media
<input type="checkbox"/> Enterprise Risk Management
<input type="checkbox"/> Entrepreneurship
<input type="checkbox"/> Finance and Financial Risk Management
<input type="checkbox"/> Finance and Investment
<input type="checkbox"/> Global Marketing Strategy
<input type="checkbox"/> Hospitality, Sports and Tourism Management
<input type="checkbox"/> HR Management
<input type="checkbox"/> Innovation and Technology Management
<input type="checkbox"/> Integrated Marketing Communications
<input type="checkbox"/> International Business
<input type="checkbox"/> Investment Banking and Capital Markets
<input type="checkbox"/> Islamic Finance and Banking
<input type="checkbox"/> Knowledge Management
<input type="checkbox"/> Luxury Brand Management
<input type="checkbox"/> M&A and Corporate Finance
<input type="checkbox"/> Management Consulting
<input type="checkbox"/> Marketing and Sales Management
<input type="checkbox"/> Marketing Management
<input type="checkbox"/> Oil, Gas and Energy Management
<input type="checkbox"/> Retail Banking and Money Markets

PLEASE NOTE: You can **transfer credit towards an online postgraduate degree** with LSBF upon completion of your **online Advanced Certificate** or **online Advanced Diploma**.

- You must meet postgraduate programme entry requirements and be accepted by the Admissions board
- Maximum 2 certificates/modules can be exempted
- Offer does not apply to any students who have previously studied a stand-alone certificate and are currently studying a master's programme
- Any new applications should mention exemption claims by providing their InterActive student ID number



5. Tuition fees

Certificates - £650

Advanced certificates - £950

Advanced diplomas - £2850

Please note: information is accurate as of date of publication and may be subject to change or review

Terms and Conditions

Before completing this form, please ensure that you have read the full LSBF Executive Education Programmes General Terms and Conditions: <http://www.lsbf.org.uk/terms-and-conditions.html>.

For the online programme delivery please refer to the online learning provider InterActive Pro Limited General Terms and Conditions <http://www.studyinteractive.org/terms-and-conditions/>

1. To book a place on a course, the full payment of the fees is required prior the commencement of the course.
2. Where the Student's tuition fees are being paid by another organisation, the Student must ensure that the paying organisation complies with the relevant deadlines for payment, where the payment should be made prior course commencement date.
3. A deferral can be processed up to one future intake (one year) if InterActive is notified in writing in advance. An administration charge of £50 (Inc. VAT) will be invoiced by InterActive and is to be paid before a deferral can be processed.
4. The School reserves the right to dismiss any student at any time for non-payment of fees. No fees will be refunded to any student dismissed under this section.
5. Where a student has been removed from the School under Clause 6, the School is required to inform the appropriate authorities.
6. Availability of the online resources cannot be guaranteed due to reasons beyond the School's control, including but not limited to, technical faults and limitations.
7. Your enrolment on a course of study (including the issue of an offer letter) requires sharing of personal information about you (including "Sensitive Personal Information") between the University and the School. You give your express permission for the sharing of information for the purposes of managing your application, enrolment, academic achievement, fees management and related activities. All information will be held and processed in accordance with the requirements of the Data Protection Act.
8. In order to comply with the Consumer Protection (Distance Selling) Regulations 2000, students will be entitled to a full refund if they notify InterActive of their desire to cancel within 7 days of registration and payment. This provision is subject to the student not using the online study platform for more than 30 minutes.
9. All Applications for refunds must be made via our online channel. Students must submit to InterActive Pro Limited a ticket at <http://refunds.studyinteractive.org/>. Applications for refunds which are not submitted in accordance with the above will not be considered. In any event, full terms and conditions can be found at: <http://www.studyinteractive.org/terms-and-conditions>.
10. London School of Business and Finance (LSBF) is the programme provider therefore in relation to the terms and conditions of the programme content, the following programme terms and conditions prevail <http://www.lsbf.org.uk/terms-and-conditions.html>
11. InterActive Pro Limited is an online learning platform where the terms of online programme delivery should be viewed in the general terms and conditions section at: <http://www.studyinteractive.org/terms-and-conditions/>



Application check-list

Before you submit your application form, please make sure you have enclosed all the necessary information. Note that applications cannot be processed without the specified documents.

Have you included the following?

- ☐ - A completed application form
- ☐ - An English language copy of your CV/résumé (no more than 2 sides of A4).
- ☐ - A copy of your passport
- ☐ - Recent passport-sized colour photograph (jpeg, 150*150 pixels)
- ☐ - A valid email address _____
- ☐ - The name of your LSBF educational consultant _____

As soon as you have received an Offer Letter from LSBF, your individual **educational consultant** shall be in touch with you regarding deposit payment required to secure your place on the programme.

Declaration

I have read the above and I certify that the information provided and the statements made by myself are, to the best of my knowledge, true and accurate.

On registering for an LSBF Executive Education programme I acknowledge that I have read, understood and agree to the terms and conditions.

I agree to LSBF processing my personal data contained in this form, as well as other personal data that LSBF may obtain from me, or from other people connected to my studies. I agree to the retention and disclosure of such data for normal academic and administrative purposes, in accordance with the principles of the 1998 Data Protection Act.

☐ **I accept** [by ticking this box I agree to all of the above statements and give my consent to the above terms].

Date

Signature
