

# **HIGHER HOTEL INSTITUTE, CYPRUS (HHIC)**

**RECENT  
PHOTOGRAPH**

## **ENTRANCE APPLICATION FOR OVERSEAS/EU CANDIDATES**

**PART I:    PERSONAL DETAILS (To be completed by candidate) :**  
**Please print or type.**

1. **Surname:** \_\_\_\_\_

**Forenames:** \_\_\_\_\_

2. **Date of Birth:** \_\_\_\_\_

**Place of Birth:** \_\_\_\_\_

**Nationality:** \_\_\_\_\_

3. **Address:** \_\_\_\_\_

**Tel. No. / Fax No.:** \_\_\_\_\_

**Name and address of person to be notified in case of emergency:** \_\_\_\_\_

**Relationship of this person to you:** \_\_\_\_\_

**Email:** \_\_\_\_\_

4. **Passport Number:** \_\_\_\_\_

**Date and Place of Issue:** \_\_\_\_\_

**Date of expiry:** \_\_\_\_\_

**PART II: EDUCATIONAL RECORD**

Educational Institution	Location	Years Attended		Certificates/Diplomas
		From	To	

**LANGUAGE PROFICIENCY (Very Good, Good, Average, Poor, None)**

	ENGLISH	FRENCH	GERMAN	OTHER(.....)
Reading	_____	_____	_____	_____
Writing	_____	_____	_____	_____
Speaking	_____	_____	_____	_____

Please state the certification(s) obtained for any of the above languages:

\_\_\_\_\_

\_\_\_\_\_

**PART III: EMPLOYMENT RECORD (if any)**

(a)	Most recent posts with dates of service	
(b)	Type of Organisation	
(c)	Description of Duties	

#### **PART IV: CHOICE OF PROGRAMME OF STUDY**

State in order of preference which of the following programme(s) you would like to study at the HHIC:

HOSPITALITY & TOURISM MANAGEMENT (English)

CULINARY ARTS (English)

CULINARY ARTS (Greek)

Please state (✓) if you wish to follow the two-year programme and obtain the Certificate (120 ECTS):

#### **PART V: STUDENTS' SELECTION PROCEDURE**

The selection of the students to be admitted takes place at the beginning of September, after their qualifications have been evaluated and according to the existing number of vacancies.

#### **PART VI: EXAMINATION**

Applicants will have to undertake an English Language Examination (if they are not holders of an official certification) either in Cyprus or at an approved Overseas Examination Centre. The exact date will be fixed by the Local Examination Centre in consultation with the Registrar of the HHIC.

The invigilation of the examinations can be undertaken by local school authorities or in consultation with the Embassy of the Republic of Cyprus or the office at the U.N.D.P. Resident Representative or any other Local Agency approved by the Director of HHIC.

Applicants should provide the following information (in case an examination is necessary):

1. I wish to be examined in Cyprus / at an approved Local Centre, namely:   
(Delete what is inapplicable)

2. Applicants wishing to be examined at an approved Local Centre should provide the following information:

▶ Name of proposed Head of the Examination Centre

▶ Position held

▶ Address

**NOTE:**

- A. The following documents should be attached to this application otherwise it will not be considered:
1. Two (2) passport sized recent photographs
  2. A photocopy of the candidate's passport
  3. Official Birth Certificate
  4. A valid certification for the candidate's Secondary and other Education so far
  5. Photocopies of English language certifications (if any) (i.e. GCE, TOEFL, IELTS, etc.)
  6. A Health Certificate (including Infectious Hepatitis, Hepatitis B, AIDS, Tuberculosis, Serious Skin Diseases and Other Infectious Diseases).
  7. An Application Fee of €35,00 is required and candidates must undertake this payment through a bank transfer to the following bank account: IBAN: CY16001000010000000006001010 and SWIFT CODE: CBCYCY2NACC, with the description: HIGHER HOTEL INSTITUTE CYPRUS.  
  
Please note that a copy of this bank transaction must be included in your application documents.
  8. A Police Certificate
  9. A Bank Letter declaring that you have enough money to pursue your studies
- B. Upon admission, the candidate should clear with the accounts office in advance all matters in relation to tuition and other fees.

Date

Signature

Completed Form should be returned  
the latest by July 31 to:

“The Registrar  
Higher Hotel Institute, Cyprus  
P.O.BOX 24812  
CY 1304 Nicosia  
CYPRUS”

**THE APPLICATION DEADLINE IS JULY 31**

## IMPORTANT INFORMATION

### On arrival in Cyprus

- (a) You are strongly advised to ensure that before your departure you carry the following documents:
- A valid passport and entry VISA (where applicable)
  - Evidence of acceptance from the HHIC.
  - Documentary evidences of sufficient financial support to cover fees and maintenance expenses for the training period / ACCEPTANCE LETTER SHOWING THAT THE CARRIER IS A FULL SCHOLARSHIP RECIPIENT.
  - The appropriate Health Certificate and Police Character Report.
- It is advisable to bring with you a small amount of cash of foreign currency (EURO, US\$) for travelling and for your first few days.
- (b) **At the airport:**
- **Luggage:** There are trolleys which you may use your-self.
  - **Telephones:** There are public telephones.
  - **Banks:** There are 24-hour bank service.
- (c) In the case that you have any Immigration difficulty at entry, ask to be put in touch with the HHIC Director (Tel. +357 22 404 800)
- (d) It is essential that you contact us via email at [mchristofidou@hhic.mlsi.gov.cy](mailto:mchristofidou@hhic.mlsi.gov.cy) or [info@hhic.mlsi.gov.cy](mailto:info@hhic.mlsi.gov.cy) prior to your departure to avoid any problems with the Airport Immigration Authorities.