



## UNDERGRADUATE APPLICATION FORM

Galen University provides market driven, transformative, experiential education for personal and social development. The University upholds the highest standards of human rights and does not discriminate against individuals on the basis of race, color, sexual orientation, gender, religion, ability, age, nationality or ethnicity in the administration of its admission and academic policies and all university programs and activities.

### ADMISSION REQUIREMENTS

Only applicants who meet all of the following requirements are considered for admission:

- A cumulative GPA of at least 2.50 on a 0.00 - 4.00 Grade Point Scale
- An official transcript from your feeder institution
- A completed application form
- Three (3) references
- One (1) resume for Associate Degree Applicants who are returning after more than 10 years out of school

Candidates who fall short of these requirements may appeal to the admissions office via [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz) for consideration.

### REFERENCES

\*The contact information for three (3) references must be provided\*

- |                            |           |                    |
|----------------------------|-----------|--------------------|
| • Principal/Vice Principal | • Teacher | • Community Leader |
| Name:                      | Name:     | Name:              |
| Position:                  | Position: | Position:          |
| Contact:                   | Contact:  | Contact:           |

### APPLICATION PACKAGE CHECKLIST

High School Graduates	Junior College Graduates & University Transfer Students	Diploma Programs
<input type="checkbox"/> Completed application form <input type="checkbox"/> Proof of payment of \$60.00 (Application fee not refundable) <input type="checkbox"/> One copy of social security card <input type="checkbox"/> Two recent passport-sized photographs <input type="checkbox"/> One (1) official high school transcript <input type="checkbox"/> One (1) copy of high school diploma (can be submitted after application package) <input type="checkbox"/> One (1) copy of any of the following test scores (if available) - ATLIB, CXC, ACT, SAT	<input type="checkbox"/> Completed application form <input type="checkbox"/> Proof of payment of \$60.00 (Application fee not refundable) <input type="checkbox"/> One copy of social security card <input type="checkbox"/> Two recent passport-sized photographs <input type="checkbox"/> One (1) official junior college/university transcript <input type="checkbox"/> One (1) copy of high school diploma and junior college diploma (as applicable)	<input type="checkbox"/> Completed application form <input type="checkbox"/> Proof of payment of \$60.00 (Application fee not refundable) <input type="checkbox"/> One copy of social security card <input type="checkbox"/> Two recent passport-sized photographs <input type="checkbox"/> One (1) official university transcript <input type="checkbox"/> One (1) copy of bachelor's degree

#### How to Submit Official Transcript

1. Emailed to [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz) by feeder institution
- or
2. Submitted in a sealed envelope at either of the locations:

- **Main Campus**

64 Miles George Price Highway,  
Central Farm Cayo

- **Belize City Office**

2090 Chancellor Avenue 2<sup>nd</sup> Floor,  
-BIM Building

- **Northern Campus**

Centro Escolar Mexico Junior  
College to the attention of  
Hugo Gonzalez or Seleni Roches



## DETAILS OF APPLICATION

Semester of intended entry (check one):    September                      January                      Year \_\_\_\_\_  
 Are you applying to be a full-time or part-time student?    Full-Time                      Part-Time (9 credits or 3 classes)  
 Please choose where/how you will be studying:    Fully Online                      Central Farm Campus                      Hybrid                      Northern Campus

Academic Program Code: \_\_\_\_\_ Concentration: \_\_\_\_\_

(See academic program codes below)

Select program under appropriate Faculty:

FAST | Faculty of Arts, Science, and Technology

FBE | Faculty of Business & Entrepreneurship

FE | Faculty of Education

Have you previously applied to or attended Galen University?    Yes                      No

If yes, when did you apply or enroll?

Year applied: \_\_\_\_\_ Last semester/year enrolled: \_\_\_\_\_ Student ID #: \_\_\_\_\_

## UNDERGRADUATE ACADEMIC PROGRAM CODES

Faculty of Arts, Science & Technology (FAST)	Faculty of Business & Entrepreneurship (FBE)	Faculty of Education (FE)
<ul style="list-style-type: none"> <li>• CRJT – Criminal Justice (Online)</li> <li>• ANTH – Anthropology</li> <li>• ESCI – Environmental Science</li> <li>• CSCI – Computer Science</li> <li>• CYS – Cyber Security</li> </ul> <p><b>Associates</b></p> <ul style="list-style-type: none"> <li>• VTAH – Veterinary Technician</li> <li>• CSA – Computer Science</li> </ul>	<ul style="list-style-type: none"> <li>• ACCT – Accounting</li> <li>• ACCO – Accounting (Online)</li> <li>• BADM – Business Administration</li> <li>• BADO – Business Administration (Online)</li> <li>• ECON – Economics (Online)</li> <li>• ENTRE – Entrepreneurship</li> <li>• HOTO – Hospitality and Tourism</li> <li>• MKTG – Marketing (Online)</li> <li>• IBUS – International Business</li> </ul> <p><b>Certificate</b></p> <ul style="list-style-type: none"> <li>• C-ACC – Certificate in Accounting</li> </ul>	<ul style="list-style-type: none"> <li>• ELED – Elementary Education (Generalist) (Online)</li> <li>• BSED – Secondary Education (Online) with concentration in:               <ul style="list-style-type: none"> <li>◦ B-SEDE – English Education</li> <li>◦ B-SEDM – Math Education</li> <li>◦ B-SEDP – Physics Education</li> <li>◦ B-SEDB – Business Education</li> <li>◦ B-SEDC – Computer Science Education</li> <li>◦ B-SEDZ – Belizean Studies Education</li> </ul> </li> </ul> <p><b>Certificate</b></p> <ul style="list-style-type: none"> <li>• C-EDL – Certificate in Secondary Education Leadership</li> </ul> <p><b>Diplomas in Secondary Education</b></p> <ul style="list-style-type: none"> <li>• D-PED – Diploma in Pedagogy</li> <li>• D-ENG – Diploma in English Education</li> <li>• D-MATH – Diploma in Math Education</li> <li>• D-PHYS – Diploma in Physics Education</li> <li>• D-BUS – Diploma in Business Education</li> <li>• D-CSCI – Diploma in Computer Science Education</li> <li>• D-BZN – Diploma in Belizean Studies Education</li> </ul>

### Other

- AUDIT – Auditing Student  
(For applicants whose intent is to observe courses for personal enrichment and not for a grade.)
- CONT – Anthropology  
(For applicants who have a first degree and are not interested in another but only want to take a few courses for personal enrichment.)
- VIST – Visiting Students  
(For applicants who are enrolled full-time at another university and want to take a course or a semester at Galen.)
- TRANS – Transient Student  
(For applicants who wish to enroll in courses for personal development without pursuing a degree, allowing them to earn grades and credits based on their intent.)
- UNDC – Undeclared Major



**GALEN  
UNIVERSITY**

## DEMOGRAPHIC INFORMATION

**Legal Name** (Please enter your name as it appears on your social security and/or other official documents.)

Last:

First:

Middle:

Suffix: (Jr., Sr., if applicable)

Previous last name(s) if applicable:

Social Security Number:

Birthdate:     
D D M M Y Y

How do you Identify? ☐ Male ☐ Female ☐ Non-binary ☐ Prefer not to say

Nationality:

Country of Origin:

**Permanent Address**

Street Address:

District:

City/Town/Village:

(If different from above, please give your current mailing address for all admission correspondence.)

**Current Mailing Address**

Street Address:

District:

City/Town/Village:

Permanent Email:

Cell #:

Home#:

Do you have any learning disabilities? If yes, kindly share:

Do you identify as Indigenous? ☐ Yes ☐ No

Are you currently employed? ☐ Full-Time ☐ Part-time ☐ Unemployed

Do you have any medical conditions that may create an emergency on campus or on a University trip (e.g. allergies, diseases, etc.)? If yes, kindly share:

Emergency Contact Name:

Relation to you:

Emergency Contact Email:

Emergency Contact Cell #:

## RECRUITMENT INFORMATION

Please indicate the source(s) and reason(s) that led you to apply to Galen University.

### Sources

Expo/Pop up booth  
Friends/Family  
Galen University student  
Alumni  
Website  
Education/College Fair  
The Galen Hour  
Social Media (Facebook/Instagram)  
Radio Ad  
TV Ad  
Billboard  
Eagle Day

### Reasons

Academic Quality  
University Reputation  
Qualifications to be attained  
Career Earning Potential  
Accessible Financial Options  
Student Centered Support  
Convenience of Online Learning Modality  
Other:



**GALEN  
UNIVERSITY**

### ACADEMIC INFORMATION

Secondary School completed:

Year Graduated:

Cumulative GPA:

Tertiary School completed: (if applicable)

Year Graduated:

Degree earned:

Major:

Cumulative GPA:

### CERTIFICATION

*(Please print your name, sign and date in the spaces below to confirm the submission of your application.)*

I, \_\_\_\_\_, certify that the information in this application and its supporting documents are current, complete and accurate to the best of my knowledge. I understand that withholding information requested in the application or giving false information can make me ineligible for admission to Galen University.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

### PAYMENT INFORMATION

I am paying my application fee of \$60.00 by means of: (check one)

Bank deposit: (proof of deposit must be included in application package)

Payments can be made to the following Atlantic Bank account:

- Account Name: Galen University Limited
- Account #: 100 166 491

Credit card: (please check an option below and fill in the section here under)

MasterCard

Visa

Name on the card:

Card #:

Expiration Date:

CVV:

Signature of the card holder: \_\_\_\_\_

Date: \_\_\_\_\_

### TO BE COMPLETED BY THE ADMISSIONS OFFICE (For internal use)

Date Application Received:

Received by:

Application Status: ☐ Complete ☐ Incomplete

Admission Decision:

☐ Unconditional Acceptance ☐ Conditional Acceptance ☐ Acceptance on Probation ☐ Denied

Student ID#:

Please ensure that all supporting documents are included and all sections of this application are completed before making your submission. Submit your completed application package to [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz) or one of our offices.

**Thank you for applying to Galen University!**