



Petre Shotadze
Tbilisi Medical Academy

პეტრე შოთაძის სახელობის თბილისის სამედიცინო
აკადემია

INTERNATIONAL STUDENT APPLICATION FORM

საერთაშორისო სტუდენტის სააპლიკაციო ფორმა

PERSONAL DETAILS / საპასპორტო მონაცემები

NAME, SURNAME

Gender:

Date of Birth:

Country of Birth:

Nationality:

Age:

Passport N:

EMERGENCY CONTACT IN HOME

COUNTRY: (Name, Number)

**Permanent Address
in Tbilisi**

Phone:

E-Mail:

**Education
Level:**

**Name of
School:**

**Graduation
Year:**

**Score in
Biology:**

**Score in
Chemistry:**

**Score in
English:**

Application Type: (Please Tick)

- ☐ **Individual**
☐ **Through Agent/Company:** ____
☐ **Through Student: (Name)** ____
☐ **Other (please, indicate)** ____

How did you learn about TMA: (Please tick)

Through student of TMA
Through agent/recruitment company
Through the internet
Other (please indicate) ____

Date:

Signature:

Full Name

(written by hand)

TERMS AND CONDITIONS OF ADMISSION

Determining eligibility:

To enroll a student at TMA, the application form and letter must be filled, signed and send the scanned version, along with the following documents directly to the TMA Admissions Office e-mail admission@tma.edu.ge :

- a) Passport copy;
- b) Applicant's full academic transcript/school leave certificate/marksheet;
- c) Evidence of English language level B1 (TOEFL/ IELTS/school-leaving document from English taught school.
- d) Applicant provides all the required documents, the admission officer arranges an online Zoom interview.
- e) NEET exam results paper or NEET statement (only for applicants from INDIA).

In case of underage applicant, additional documents will be required. Based on documents provided and conducted online interview, eligibility of a candidate will be determined.

Formal acceptance document (a pre-acceptance letter) will be provided by TMA, with instructions for applicant to pay an admission fee of \$300. Translated and legalized documents of an applicant will be submitted to the National Centre for Educational Quality Enhancement of Georgia for the procedure of recognition and granting right to study at TMA after payment of admission fee. Overall, the process takes 5-9 weeks.

Provision of tuition fee and enrollment

Official notification will be issued after finalization of the procedures of recognition and granting right for studies with a request of payment of tuition fees.

Tuition fee for the first academic year must be paid fully in one installment by bank transfer to the following account:

Bank name and address: Bank of Georgia, 29a, Gagarini Str., 0160, Tbilisi, Georgia

SWIFT code (BIC): BAGAGE22

IBAN: GE09BG0000000624481701

Beneficiary: Petre Shotadze Tbilisi Medical Academy

A payment reference must be provided so that TMA can identify funds on arrival into account. The reference must be applicant's full name as written in passport and passport number. Any bank charges must be paid by the person making the payment on behalf of applicant.

Disputes

All disputes and disagreements relating to the present document shall be resolved via mutual agreement between the parties. In case of failure to reach the agreement, the dispute shall be referred to the court according to the legal address of the TMA, according to Georgian legislation.

Your signature below indicates that you have read, understand, and agree with the terms and conditions of admission.

Name, Surname _____
(written by hand)

Signature _____

Invitation letter will be issued after presenting payment receipt.

Applicant will be enrolled only after payment of tuition fee, official enrollment letter will be provided.

Cancellation

If a student withdraws from the Academy before the issue of an enrollment order by the Academy, the Academy will retain seat reservation 30% of the annual tuition fee.

The student acknowledges and agrees that tuition fees paid to the Academy are non-refundable for the duration of one academic year, from the date of issuing of the enrollment order. This policy applies irrespective of the reason for the cancellation or termination of the academic period..

In the event that a student/applicant is denied a visa, the above refund rules do not apply.

Students must provide official documentation of the visa refusal to initiate full tuition fee refund consideration under this exception.

Visa procedures and late arrival

TMA does not provide visa support and all visa procedures must be done by the applicant independently. TMA will provide all the necessary information and documentation within its capacity to support student in this process.

Students are expected to make travel arrangements to ensure they will join the studies from the first day of semester. Student is obliged to provide regular updates on their expected arrival dates. The student is allowed to join the study process within maximum 4 weeks after commencement of study.

Health insurance

Student must represent valid local medical insurance (issued by Georgian insurance companies) policy to the TMA administration on their arrival or maximum within 1 week after arrival in order to be registered for studies.