

# HOUSE OF SALMA ACADEMY

TAMALE TECHNICAL UNIVERSITY (T. POLY)  
WURISHE DIRECT OPPOSITE TO THICLS HOTEL



## STUDENT’S ADMISSION FORM NORTHERN REGION, TAMALE

### PART 1 APPLICANT DETAILS

Name of applicant: .....

Date of Birth: ...../...../.....      Marital Status: .....

Place of Birth.....      Hometown.....

Contact: .....

Educational background: .....

Signature: .....      Date: .....

### PART 2 PARENT/GUARDIAN DETAILS

Full name of parent/guardian: .....

Address of parent/guardian: .....

Relationship with the applicant: .....

Signature: .....      Date: .....

### **PART 3 DURATION OF THE COURSE**

| Tick | Duration | Amount GH¢ |
|------|----------|------------|
|      | 6 Months | 3,500.00   |
|      | 1 Year   | 7,000.00   |

Exam Fee = GHS 500.00

Graduation Fee = GHS 1,500.00

- Parents or guardians should provide students a sewing machine, scissors, threads, chair French curves, tape measure, long rules pins, chalk and brown paper.
- Parents / guardian shall be responsible for the living expenses of the student including payment of exams and graduation fees.

### **COURSE OUTLINE**

|                                                 |                            |
|-------------------------------------------------|----------------------------|
| Transparent or Illusion corset                  | Pattern drafting           |
| Fabric placements for beaded and Luxury dresses | Accessories                |
| Yorke draping                                   | Over bust or funnel corset |
| Waist snatching and styling                     | Casual Wears               |
| Cutting and Sewing                              | Beading and more           |

### **PART 4 RESPONSIBILITIES OF THE PARENT OR GUARDIAN**

- The student is expected to be regular, punctual, respectful and hardworking. He / She must avoid stealing, fighting and absenteeism without permission. Any student who misbehaves as such will attract disciplinary action in a form of suspension or dismissal depending on the degree of the offense.
- A student who is pregnant shall be suspended until she delivers and after delivery the baby is not allowed at the training facility.

### **PART 5 RULES AND REGULATION**

- The training period is from 9:00 am to 5:00pm from Monday to Friday with 30 minutes break. However, if the student needs to work

extra hours, the student will lease with the parents or guardian to explain the situation.

### **PART 6 CONFIRMATION**

The student shall present the following to HOUSE OF SALMA before the commencement of the course.

- I. Full or 70% payment must be made to the bank accounts below before the student is admitted.
- II. A photocopy of the results of his/her last attended educational institution

#### **Bank Account Details: (Fidelity Bank)**

**Account Name:** Salma fashion and Business center

**Account Number:** 1056316237716

#### **Applicant**

Name: .....

Sign: ..... Date: .....

#### **Superior**

Name: .....

Sign: ..... Date: .....