



**ACM**

كلية الشرق الأوسط الأمريكية  
American College of The Middle East

عندما تكون

**المهارات العملية هي الأقوى**

**ADMISSION APPLICATION**

NAME: ( \_\_\_\_\_ )

CIVIL ID # : ( \_\_\_\_\_ )

## **ABOUT ACM**

### **ACM MISSION**

ACM is a two year college that provides applied higher education programs. ACM targets those students whose practical & applied talents are superior to their academic ones. Therefore, ACM's mission revolves around capitalizing on such talents as an alternative means of learning and as a source of enhancing self confidence & positive attitude. In addition, these applied & practical talents will be transformed into specific skills & knowledge that can be used in the graduate's career & personal life.

### **PROGRAMS OFFERED**

ACM offers the following undergraduate programs:

- **Diploma in Business Administration - With Concentration in the following fields:**
  - **Accounting**
  - **Financial Services**
  - **Human Resources Management**
  - **Marketing**
- **Diploma in Electrical Engineering Technology**
- **Diploma in Information Technology - Computer Network Systems**
- **Diploma in Information Technology**

In Affiliation With

**PURDUE**  
UNIVERSITY

# REQUIREMENTS

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## Admission Requirements for Business Programs:

Applicant has to meet all of the following requirements to be accepted:

### **A. High School Certificate:**

Applicants need to submit high school certificate certified by the Kuwait Ministry of Higher Education.

### **B. English Language Skills Assessment:**

The ACM's curriculum uses the English language as the sole instruction medium. That is why the ACM makes sure that its prospective students have the English language proficiency needed to guarantee their success in the college. The English language skills are tested through the English Language Test, an internet based test, which assesses a student's skill in Listening, Reading and Grammar in English.

**Applicants must achieve a minimum score of Level 1 in the ACM English Language Test.**

### **C. Math Skills Assessment:**

Applicants to the Business program at ACM must demonstrate knowledge of basic mathematical skills in pre-algebra that would guarantee their success and suitability to the program. This is done through the ACM Math Test which is a comprehensive, multiple choice, and computer-based exam.

**Applicants must achieve a minimum score of 40% in the ACM math test.**

### **D. Written Communication Skills Assessment:**

Written communication skills are determined through the assessment of a written essay. Therefore, applicants are required to write a personal essay from a set of topics. The essay tests the applicant's ability to explain information using clear and simple language and to present information and data to others in an understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

### **E. Verbal Communication Skills Assessment:**

Verbal Communication Skills are determined through a presentation. Applicants are required to do a presentation to demonstrate their ability to present information in a logical, sequential, and understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

# REQUIREMENTS

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## Admission Requirements for Engineering Technology Program:

Applicant has to meet all of the following requirements to be accepted:

### **A. High School Certificate:**

Applicants need to submit high school certificate certified by the Kuwait Ministry of Higher Education. The Engineering Technology program is for High School **Science Majors only**.

### **B. English Language Skills Assessment:**

The ACM's curriculum uses the English language as the sole instruction medium. That is why the ACM makes sure that its prospective students have the English language proficiency needed to guarantee their success in the college. The English language skills are tested through the English Language Test, an internet based test, which assesses a student's skill in Listening, Reading and Grammar in English.

**Applicants must achieve a minimum score of Level 1 in the ACM English Language Test.**

### **C. Math Skills Assessment:**

Applicants to the Engineering Technology program at ACM must demonstrate knowledge of basic mathematical skills in algebra that would guarantee their success and suitability to the program. This is done through the ACM Math Test which is a comprehensive, multiple choice, and computer-based exam.

**Applicants must achieve a minimum score of 40% in the ACM math test.**

### **D. Written Communication Skills Assessment:**

Written communication skills are determined through the assessment of a written essay. Therefore, applicants are required to write a personal essay from a set of topics. The essay tests the applicant's ability to explain information using clear and simple language and to present information and data to others in an understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

### **E. Verbal Communication Skills Assessment:**

Verbal Communication Skills are determined through a presentation. Applicants are required to do a presentation to demonstrate their ability to present information in a logical, sequential, and understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

## Admission Requirements for Information Technology Programs:

Applicant has to meet all of the following requirements to be accepted:

### **A. High School Certificate:**

Applicants need to submit high school certificate certified by the Kuwait Ministry of Higher Education.

### **B. English Language Skills Assessment:**

The ACM's curriculum uses the English language as the sole instruction medium. That is why the ACM makes sure that its prospective students have the English language proficiency needed to guarantee their success in the college. The English language skills are tested through the English Language Test, an internet based test, which assesses a student's skill in Listening, Reading and Grammar in English.

**Applicants must achieve a minimum score of Level 1 in the ACM English Language Test.**

### **C. Math Skills Assessment:**

Applicants to the Information Technology program at ACM must demonstrate knowledge of basic mathematical skills in pre-algebra that would guarantee their success and suitability to the program. This is done through the ACM Math Test which is a comprehensive, multiple choice, and computer-based exam.

**Applicants must achieve a minimum score of 40% in the ACM math test.**

### **D. Written Communication Skills Assessment:**

Written communication skills are determined through the assessment of a written essay. Therefore, applicants are required to write a personal essay from a set of topics. The essay tests the applicant's ability to explain information using clear and simple language and to present information and data to others in an understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

### **E. Verbal Communication Skills Assessment:**

Verbal Communication Skills are determined through a presentation. Applicants are required to do a presentation to demonstrate their ability to present information in a logical, sequential, and understandable manner.

**Applicants must achieve a minimum score of 60% in the presentation skills, also applicant has the option to present in English or Arabic.**

# PLACEMENT AND REGISTRATION

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Admitted students will acquire confirmed admission status and will be granted direct entry to college level courses if they achieve all of the following:

## **Business Programs:**

### **1. A minimum GPA/Percentage of**

- a. Science Majors: 2.33/65%
- b. Art Majors: 2.76/70%

### **2. One of the following scores:**

- a. Level 3 or above in the ACM English Language Assessment test.
- b. 550 or above on the International TOEFL.
- c. 5.5 or above on the Academic IELTS.

The deadline for submission of official International TOEFL or Academic IELTS tests is the last day of add/drop period of the semester.

## **Engineering Programs:**

### **1. A minimum GPA/Percentage of**

Science Majors: 2.33/65%

### **2. One of the following scores:**

- a. Level 3 or above in the ACM English Language Assessment test.
- b. 550 or above on the International TOEFL.
- c. 5.5 or above on the Academic IELTS.

### **3. Minimum 65% or above on the ACM Math Assessment test.**

The deadline for submission of official International TOEFL or Academic IELTS tests is the last day of add/drop period of the semester.

## **Information Technology Programs:**

### **1. A minimum GPA/Percentage of**

- a. Science Majors: 2.33/65%
- b. Art Majors: 2.76/70%

### **2. One of the following scores:**

- a. Level 3 or above in the ACM English Language Assessment test.
- b. 550 or above on the International TOEFL.
- c. 5.5 or above on the Academic IELTS.

The deadline for submission of official International TOEFL or Academic IELTS tests is the last day of add/drop period of the semester.



## ADMISSION APPLICATION FORM

### ADMISSION OFFICE

Please read the instructions below carefully before filling the application

- Complete this form in ink or type
- It is the responsibility of the applicant to collect and submit all the required application materials. ACM will not begin the review process until all application materials are received by the ACM Admission Office.

#### A. Personal Information

الاسم الكامل: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Civil ID: \_\_\_\_\_

Do you live in Kuwait?  Yes  No

Residential Address: \_\_\_\_\_

Postal Address (if different from the above): \_\_\_\_\_

Telephone No: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Black Berry Messenger Pin: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ (MM/DD/YYYY)

Gender:  Male  Female

Country of Birth: \_\_\_\_\_

Citizenship: \_\_\_\_\_

While attending ACM I plan to:  Live with Family  Live with relatives  
 Others

I plan to commute from off-campus:  Using own car  drop off

Emergency Contact Person:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**B. Academic Information**

High School: \_\_\_\_\_  
(Name) (City) (Country)

High School Performance (Grade): \_\_\_\_\_

Year of Graduation/Certification: \_\_\_\_\_

High School Certificate (choose one)

- Government High School -Science
- Government High School - Art
- Modular-based Government High School System-Science
- Modular-based Government High School System-Art
- American High School
- British High School (GSCE)
- Other (Specify) \_\_\_\_\_

List the name/s of the school/s that you have attended in the last four years.

Year	School Name:
1	_____
2	_____
3	_____
4	_____

If there are special circumstances or concerns affecting your application of which you think we should be aware, please elaborate. For example, prolonged illness, family situations, special needs, financial reasons, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you learn about the American College of the Middle East? Please choose any field that applies:

- Family
- School
- Internet
- Friends
- Exhibitions

Advertisement Other \_\_\_\_\_(Please Specify)

To which other colleges/universities are you applying? (Please list below) \_\_\_\_\_  
\_\_\_\_\_

Which major are you planning to pursue at ACM?

- Diploma in Business Administration
- With Concentration in:
  - Accounting
  - Financial Services
  - Human Resources Management
  - Marketing
- Diploma in Electrical Engineering Technology
- Diploma in Information Technology - Computer Network Systems
- Diploma in Information Technology

\* Please note that desired specializations and class times are subject to availability and student numbers. ACM reserves the right to change timing, plan of study, or courses if required.

### **C. Financial Information**

ACM Tuition payment will be paid through: (Check one)

- On-Time Full Payment
- ACM Installment Payment
- Grants (Government)
- Financing Payment (requires prior acceptance by ACM)

Person Responsible for Student's Fee Payment:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Note:

- ACM reserves the right to increase fees with a one month notice which to be effective on the following semester.
- It is the applicant's responsibility to review and understand the ACM fee structure.

**E: Certification and Authorization**

I hereby certify that the information provided on this application form and any other information that I have submitted or will submit to the American College of the Middle East in connection with the admission process are complete, accurate and correct. I understand that my submission of any incomplete, inaccurate or incorrect information is sufficient cause for revocation of admission or enrollment.

I understand that until I get officially accepted at ACM my admittance to ACM will be subject to the admission requirements and regulation and any amendments that might occur to it.

I authorize every academic institution I have attended to release my academic and personal information to the American College of the Middle East in connection with my admission process.

I understand that newly accepted students are expected to participate in the college orientation and that adherence to the policies and regulations of the American College of the Middle East is a stipulation for my admission and enrollment as a student.

Signature: \_\_\_\_\_

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

<b>OFFICE USE ONLY</b>	
Admission Officer	
Date Received	

**[WWW.ACM.EDU.KW](http://WWW.ACM.EDU.KW)**

MEMBER OF

**HUMAN****SOFT**  
HOLDING

Tel: (965) 222 55 100 • Fax: (965) 222 51 427

P.O.BOX: 220 Dasman, 15453 Kuwait

info@acm.edu.kw

[www.acm.edu.kw](http://www.acm.edu.kw)