

Application Checklist

Initial submission items and follow-up documents
for the PTA admissions process

Short operational checklist for applicants and admissions teams.

For Initial Application

Item	Status / Notes
Full name	Required at initial application
Contact details	Required at initial application
Nationality	Required at initial application
Current location	Required at initial application
Passport or ID	Required at initial application
Highest academic certificate	Required at initial application
Current employment information	Required at initial application
Intended programme or pathway of interest	Required at initial application
Brief statement of interest	Required at initial application

Not Required at Initial Application

Item	Status / Notes
CV	Not required at the initial application stage
Full supporting documents	Not always required at the first stage; may be requested during review where necessary

May Be Requested Later

Document	When It May Be Requested
Transcript	During review or at a later admissions stage
Proof of employment	During review or at a later admissions stage
Professional qualifications	Where relevant to the applicant profile or pathway
English proficiency certificate	Where relevant to the applicant profile or pathway
Other supporting documents	Where required based on the pathway or internal review outcome

Admissions Process Snapshot

- Initial submission
- Preliminary review
- Additional document request if required
- Internal academic and admissions review
- Notification of the next step or outcome

Possible outcomes may include progression to the next stage, request for additional documents, conditional approval, further review or interview, or an unsuccessful outcome.