



## Call for Applications

The Technical Trainers College (TTC) in Riyadh is pleased to announce its call for applications for the Trimester 3 of the Academic Year 2015/2016. Saudi nationals are offered an internationally accredited program for a career as vocational trainer, qualified with a degree in *Bachelor of Engineering Technology*.

In addition, TTC offers a Bachelor program in the field of Business Administration.

Online applications for the Trimester3 of the academic year 2015/2016 are **welcome from 24<sup>th</sup> Jan. 2016 until 10<sup>th</sup> Feb. 2016 (14 RABIA II 1437 – 01 JUMADA I 1437)**.

The Technical Trainers College currently offers one bachelor degree program “Bachelor of Engineering Technology” in the following specializations for the upcoming trimester:

Department at TTC	Specialization at TTC	Preferable Specialization
<b>Mechanical Technology (MT)</b>	<b>Production Technology</b>	Hydraulic and Pneumatic Systems Production Mechanical Maintenance Engineering Technology Manufacturing Engineering Technology
	<b>Automotive Technology</b>	Hydraulic and Pneumatic Systems Automotive
	<b>Refrigeration and Air-Conditioning</b>	Hydraulic and Pneumatic Systems Refrigeration and Air-Conditioning
	<b>Industrial Mechatronics</b>	Hydraulic and Pneumatic Systems Mechanical Maintenance Engineering Technology Automotive Electric Power Electrical Machines Medical Device Technology Technology Engineering Precision Instruments and Control Electronics Programming Networks



Department at TTC Information and Communication Technology (ICT)	Specialization at TTC	Preferable Specialization
Electronics and Electrical Technology (EET)	Electronics	Electronics Electric Power (lines ground, overhead lines) Electric Power Electrical Machines Medical Device Technology Technology Engineering Precision Instruments and Control Electrical Power Engineering Technology
	Electrical Power	
Information and Communication Technology (ICT)	Application Development	Programming Telecommunication Networks Networks Administration Systems Technical Support Information Technology Systems Support
	Networks and Systems Administration	
	Telecommunication Engineering	Electronics Technology Engineering Precision Instruments and Control Programming Telecommunication Networks Networks Administration Systems Technical Support Information Technology Systems Support



The Technical Trainers College offers one bachelor program in the field of Business Administration for the upcoming trimester:

Department at TTC	Specialization at TTC	Preferable Specialization
<p><b>Management &amp; Business Administration</b></p>	<p><b>Accounting &amp; Finance</b></p> <p><b>Sales &amp; Marketing</b></p> <p><b>Human Recourses</b></p> <p><b>Office Management</b></p> <p><b>Logistics</b></p>	<p>Office Management / Exec. Secretary</p> <p>Marketing / Sales</p> <p>Accounting</p> <p>Warehouse Management</p> <p>Human Resources Management</p> <p>Insurance Operations</p> <p>Administrative Funding and Investment</p> <p>Business Banking</p> <p>Financial Supervision</p>

Throughout the whole program, all students will be provided with high-standard Technical English and with Vocational Pedagogy skills. In addition, students gain substantial field practice in companies and practical teaching experience.

To ensure the highest international standards, TTC cooperates with a number of selected international partners that are among the leading vocational training institutions worldwide.

For more information visit: [www.ttcollege.edu.sa](http://www.ttcollege.edu.sa)



## Eligibility of the Applicant

Prospective applicants being interested in a future career as vocational trainer will be admitted. Applicants have to fulfill the following conditions:

1. Being a Saudi national.
2. Having graduated from one of the following institutions, fulfilling the mentioned conditions and having one of the preferable specializations as mentioned further down:

Kind of Institution	GPA-Requirement	Degree
College of Technology (CoT) College of Telecommunication and Information (CTI)	At least 3.50 out of 5.00	CoT-degree/diploma CTI-degree/diploma
Institute of Public Administration (IPA)	At least 3.50 out of 5.00	IPA-degree with at least a "one year plus 1.5 years" training program
Royal Commission: Jubail and Yanbu Industrial College (JIC) & (YIC)	At least 2.50 out of 4.00	YIC & JIC -degree/diploma
University	At least 3.50 out of 5.00	At least Associate Degree, i.e. foundation year plus 1.5 years studies
Private University	At least 3.50 out of 5.00	degree/diploma

3. Passing the English language intensive skills program provided by TVTC or having passed IELTS with 4.00 out of 9.00 at least or other adequate proof of sufficient English language skills.
4. Passing the admission test.
5. Passing the interview.
6. Not having been dismissed from TTC.
7. Good conduct certificate.
8. Good health conditions.
9. **government employee could be accepted provided that bring the consent of the employer.**

**Applicants will be admitted through a competitive process. They will be selected based on prior academic achievements, proficiency in English, TTC's admission test, and an interview.**



## How to Apply?

- Applicants from [www.ttcollege.edu.sa](http://www.ttcollege.edu.sa)
- In case of technical problems, please send your query by email to: [help@ttcollege.edu.sa](mailto:help@ttcollege.edu.sa)

### Timetable for Application and Admission for the Trimester3 of the Academic Year 2016/2015

No.	Event	Dates	Notes
1	Opening date for the web portals <a href="http://www.tvtc.gov.sa">www.tvtc.gov.sa</a> <a href="http://www.ttcollege.edu.sa">www.ttcollege.edu.sa</a>	2016/01/24	Finalizing the TVTC and further web-gate for applications
2	Closing date for applications	2016/02/10	--
3	Announcing the list of applicants finally approved for attending the admission test	2016/02/11	on TTC website ( <a href="http://www.ttcollege.edu.sa">www.ttcollege.edu.sa</a> )
4	Admission Test	2016/02/15	Held at the TVTC English language program centers as shown in the application process on the web portals
5	Announcing the order of applicants resulting from the admission test	2016/02/24	on TTC website ( <a href="http://www.ttcollege.edu.sa">www.ttcollege.edu.sa</a> )
6	Registration days for the admitted students of the main list for the Bachelor Program at TTC and for the Bachelor in the field of Business Administration.	2016/02/28 TO 2016/03/02	at TTC at Student Affairs office
7	Registration days for waiting list candidates <u>after a call from TTC.</u>	2016/03/08-06	at TTC at Student Affairs office
8	Orientation day for new Intake.	2016/03/20	at TTC at the Auditorium
9	Start of training at TTC	2016/03/20	First day for the new Bachelor students



## Documents Needed for Registration of Admitted Students

- TTC application form.
- ID Card and two copies.
- Original certificate from CoT, IPA, JIC, YIC, or university and two certified copies.
- Original transcripts (academic records) from the CoT, IPA, JIC, YIC, or from university.
- Four personal photos.
- Original good conduct certificate and 2 certified copies.
- Health Certificate.

### Important Information

- Meeting the conditions for application does not necessarily mean being accepted. Admission is subject to competition based on Grade Point Average (GPA), prior academic achievements, proficiency in English, TTC's admission test, and on an interview.
- The specialization will only run if there are a sufficient number of admitted applicants.
- The prospective applicant is solely responsible for following up on the application and on the admission procedure through TTC's website [www.tcollege.edu.sa](http://www.tcollege.edu.sa)
- Prospective applicants are expected to be present on the date, time and place of the admission test. Otherwise, the applicant cannot be considered for this application period.
- Admitted students are expected to register in the given time frame. Otherwise, the admission will be voided.
- Any false information or any false document will result in automatic cancellation of the application or admission.