

# Application form Please print clearly in black ink and BLOCK CAPITALS

## 1. Personal details

Family name as appears in passport	<input type="text"/>		
First name(s) as appears in passport	<input type="text"/>		
Title (Mr/Mrs/Miss/etc)	<input type="text"/>	Previous family name (if applicable)	<input type="text"/>
Date of birth	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>	Male	<input type="radio"/> Female <input type="radio"/> Other <input type="radio"/>
Home/permanent address	Correspondence address or address of representative (if different)		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
Postcode	<input type="text"/>	Postcode	<input type="text"/>
Country	<input type="text"/>	Country	<input type="text"/>
Tel no.	<input type="text"/>	Tel no.	<input type="text"/>
Mobile	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>	Email	<input type="text"/>
Nationality (if dual please give both)	<input type="text"/>		
Country of permanent residence (if UK, give County/Borough)	<input type="text"/>		
	Country of birth		
	<input type="text"/>		
	Entry date to UK		
	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>		

## 2. Course(s) applied for

<b>First choice</b>	<input type="text"/>	Start date	Month	<input type="text"/>	Year	<input type="text"/>
Point of entry (i.e. year 1,2 or 3)	<input type="text"/>					
Mode of study	Full-time <input type="radio"/>	Part-time <input type="radio"/>	Distance <input type="radio"/>			
Level of study	Undergraduate <input type="radio"/>	Postgraduate (taught) <input type="radio"/>	Research <input type="radio"/>			
<b>Second choice</b>	<input type="text"/>	Start date	Month	<input type="text"/>	Year	<input type="text"/>
Point of entry (i.e. year 1,2 or 3)	<input type="text"/>					
Mode of study	Full-time <input type="radio"/>	Part-time <input type="radio"/>	Distance <input type="radio"/>			
Level of study	Undergraduate <input type="radio"/>	Postgraduate (taught) <input type="radio"/>	Research <input type="radio"/>			

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### 3. Previous and present education

Please list details of all institutions attended since age 11.

Name and address of institution	From (mm/yy)	To (mm/yy)	Study mode PT/FT/DL*

\*PT = part-time, FT = full-time, DL = distance learning

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### 4. Academic qualifications – examinations achieved

Please list all qualifications taken, whatever the result, in chronological order. Documentary evidence of known results should be sent with this form. Only certified photocopies are acceptable.

Exam Date (mm/yy)	Awarding body	Subject	Qualification	Results achieved

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### 5. Academic qualifications – examinations pending

Complete this section only if you are awaiting the result of any examination taken recently.

Exam Date (mm/yy)	Awarding body	Subject	Qualification

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## 6. Previous study in the UK (for overseas (non-EU) applicants)

The Home Office has introduced a limit to the time that international students on a Tier 4 Student Visa can spend studying at degree level. There will be a general limit of 5 years on study time but this will not apply to those studying for Master's degrees following successful completion of an undergraduate degree where the undergraduate course duration was 4 or 5 years. In these cases the limit will be set at 6 years. We also have to ensure that any study you are proposing to undertake represents academic progression from any previous studies in the UK.

In view of this new policy it is essential that you answer the following question:

Have you ever studied previously in the UK?      Yes       No

If **yes**, please list below any previous study (regardless of the level i.e. English language courses) undertaken in the UK. We will also require copies of all visas held during those periods of study.

Institution	Course studies and level i.e. foundation/degree etc	Start and completion of course	Type of visa held during period of study

If you have previously been a student at the University of Northampton please give your student ID number.

Do you require a Tier 4 visa to study with us?      Yes       No       If no please provide us with a copy of your current visa

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## 7. English language

All international students applying for a course at the University of Northampton must meet the minimum English language requirements, however, if you do not meet these requirements we offer pre-sessional academic English language courses and an international foundation programme.

For more information visit: [www.northampton.ac.uk/study/courses/how-to-apply/international-students/english-language-requirements](http://www.northampton.ac.uk/study/courses/how-to-apply/international-students/english-language-requirements)

Please give full details, including dates, of any English tests taken/to be taken:

Level	Where studied	University/College/Awarding Body	Date taken (mm/yy)	Results

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## 8. Work experience (if applicable to course application)

Please give details of work experience, training and employment.

Dates from (mm/yy)	Dates to (mm/yy)	FT/PT*	Post held	Organisation name and address	Brief description of duties

\*FT = full-time, PT = part-time

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## 9. Finance and fee status

All students offered registration will be asked to supply details of their financial position, letters of guarantee from sponsors etc, to ensure that they can complete the course without financial hardship.

Who will be paying your fees?

Self

Sponsor

Student Finance England

Employer

Please give details

Please give details of any scholarship grant application giving name, value and duration

Already awarded

Please give details

Application made

Please give details

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## 10. Declaration of a criminal conviction

Please indicate if you have a relevant criminal conviction by ticking in the box

Yes

No

Applicants who answer 'Yes' will not be automatically excluded from the application process, and their application will be considered on its merits before the relevance of their criminal conviction is taken into account. However, the University may ask for more information about their criminal conviction before making a final decision.

If you are convicted of a relevant criminal offence after you have applied, you must tell us. Do not send details of the offence; simply tell us that you have a relevant criminal conviction. The University may then ask you for more details.

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## 11. Personal statement/further information

Please use this section to tell us about yourself and your reasons for wanting to study this course. Please continue on a separate sheet if necessary.

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## 12. References

Please read the guidance notes carefully. Please note that it is your responsibility to send Part B – Statement by Referee - to your referees for completion. We will not be able to make a decision about your application until we receive your references.

### Referee 1 - Academic

Name

Address

Postcode

Tel

Fax

Email

Capacity in which applicant is known to the referee

For how long

### Referee 2

Name

Address

Postcode

Tel

Fax

Email

Capacity in which applicant is known to the referee

For how long

*Please note, references should not be provided by close family members or friends*

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## 13. Disabilities/special needs

Please tick the appropriate box(es) and in the space at the bottom of this section indicate any additional support or facilities that you may need at the University. This information will be made available to ASSIST who can support applicants through the admissions process and agree adjustments for their studies. Information you disclose about your disability will be used in accordance with the University's Admissions Policy. You can access this at [www.northampton.ac.uk/about-us/governance-and-management/university-policies-procedures-and-regulations](http://www.northampton.ac.uk/about-us/governance-and-management/university-policies-procedures-and-regulations) and find information about Disability Services at [www.northampton.ac.uk/study/student-life/support](http://www.northampton.ac.uk/study/student-life/support)

No known disability	<input type="radio"/>	Autistic Spectrum Disorder/Asperger's Syndrome	<input type="radio"/>
Blind or a serious visual impairment	<input type="radio"/>	Long standing illness or health condition	<input type="radio"/>
Deaf or a serious hearing impairment	<input type="radio"/>	Mental health condition	<input type="radio"/>
Two or more impairments and/or disabling medical conditions	<input type="radio"/>	Wheelchair user/mobility difficulties	<input type="radio"/>
Specific Learning Difficulty (eg Dyslexia)	<input type="radio"/>	Other disability not listed above	<input type="radio"/>
I am in receipt of the Disabled Students' Allowance	Yes <input type="radio"/>	No	<input type="radio"/>
I am applying for or intend to apply for the Disabled Students' Allowance	Yes <input type="radio"/>	No	<input type="radio"/>

Please detail below any additional support, adjustments or changes you may need for your studies

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**How did you hear of the University of Northampton?**

## Declaration

Information on this form is subject to the Data Protection Act 1998, and may be sent to the Department of Education. Exemptions to the Act require that, in certain circumstances including the prevention and detection of crime, details must be provided to the Police or other relevant authorities. I declare that the information on this form is correct to the best of my knowledge. I understand that if I have been found to have deliberately and seriously misled the University about the details on this form I could be asked to withdraw from my course. I hereby give authorisation to The University of Northampton to correspond with UK Visas and Immigration on my behalf regarding my application and place to study at the University of Northampton.

Signed

Date

**Please return completed applications to:** Admissions Office, The University of Northampton, Boughton Green Road, Northampton, NN2 7AL, United Kingdom

## Part B – Statement by referee

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### To be completed by applicant

Applicant's full name

Course (*see website for title: [www.northampton.ac.uk](http://www.northampton.ac.uk)*)

Date of birth

 -  - 

Male

Female

Name and address to which reference is to be sent (*ie your address*)

Postcode

Country

Email

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## Notes for the guidance of referees

A referee must be able to comment on academic ability and must not be related to the applicant. The reference should include the following:

- How long and in what capacity has the referee known the applicant?
- How do you assess the applicant's academic/intellectual ability? (It would be helpful if, in the case of a graduate, referees could indicate whether they consider the class of degree achieved fairly represented his/her calibre).
- What are the strengths/weaknesses of the applicant?
- Any further relevant information

**Please note: MBA applicants must provide a reference from their employer which must include the following:**

- Employment experience/Managerial responsibilities
- Experience of managing money, people and other resources

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## To be completed by the referee

This form may be photocopied: please type if possible, or write in black ink. Please affix official stamp, where appropriate, at the end of the statement.

Name of referee

Post/Occupation/Relationship

How long have you known applicant

Name of School/College/Organisation

Address

Postcode

Country

Telephone No

Fax No

Email

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Name of applicant (block capitals or type)

Signed

Date



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Telephone No

Fax No

Email

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Name of applicant (block capitals or type)

Signed

Date

# Equal opportunities monitoring form

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In order to monitor equality of opportunity in the admission of students to the University of Northampton, applicants are asked to describe their ethnic origin in one of the categories below. Your response will not influence the outcome of your application. You do not have to answer this question if you do not wish.

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## A White

British  11

Irish  12

Any other White background, please detail  19

## B Mixed

White and Black Caribbean  41

White and Black African  42

White and Asian  43

Any other Mixed background, please detail  49

## B Black or Black British

Caribbean  21

African  22

Any other Black background, please detail  29

## E Chinese or other ethnic group

Chinese  34

Any other Chinese background, please detail  80

## C Asian or Asian British

Indian  31

Pakistani  32

Bangladeshi  33

Any other Asian background, please detail  39

## F Information refused

98

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I indicated on my application that I have a disability

Yes

No